



Staff Position

113 Oakwood Street ♦ Chickamauga, GA 30707 ♦ 706-375-7247

Position Desired _____

Application Date ____/____/____

Personal Information

Full Name _____
Last First Middle Maiden (if applicable)

Physical Address _____
Street City State Zip

Phone (Day) _____ (Evening) _____ E-Mail _____

Date Available For Hire ____/____/____

Marital Status ☐ Married ☐ Single ☐ Widowed ☐ Divorced

Spouse Name _____ Occupation _____ Age of children _____

Eligibility under the Immigration Reform Act of 1986 is required for employment.

Can you provide proof, if hired, of your identity and eligibility to work in the United States? ☐ Yes ☐ No

Position Desired

Please describe the position for which you are applying.

Job Skills

List any training, experience or qualifications you have to perform the duties which relate to the area you are applying.

Educational Preparation

Name of School	City, State		Major/Minor
High School		Diploma or GED ☐ Yes ☐ No	

Undergraduate/Technical			
College			
Graduate School			

Do you have a valid State Teaching Certificate? ☐ Yes ☐ No List state _____

Employment History

Begin with your current or most recent employer.

1. Employer _____ Position _____

Address _____ Phone _____

Supervisor's name _____ Dates of employment _____

Reason for leaving _____

May we contact this employer? _____ If "no", please explain _____
2. Employer _____ Position _____

Address _____ Phone _____

Supervisor's name _____ Dates of employment _____

Reason for leaving _____

May we contact this employer? _____ If "no", please explain _____
3. Employer _____ Position _____

Address _____ Phone _____

Supervisor's name _____ Dates of employment _____

Reason for leaving _____

May we contact this employer? _____ If "no", please explain _____
4. Employer _____ Position _____

Address _____ Phone _____

Supervisor's name _____ Dates of employment _____

Reason for leaving _____

May we contact this employer? _____ If "no", please explain _____

Personal References

Give three personal references that are qualified to speak of your spiritual experience and Christian service.

List your current pastor first.

	Name	Email	Phone	Position
1.				
2.				
3.				

Give three professional references that are qualified to speak of your professional training and experience.

List your current or most recent supervisor first.

	Name	Email	Phone	Position
1.				
2.				
3.				

Spiritual Conversion

Describe your own personal relationship with and commitment to the Lord Jesus Christ, including when you became a Christian (if you remember the specific time.)

[illegible]

Spiritual Conversion *(continued)*

Church Information

What is your Denominational Preference? _____

Church name _____

Address _____
Street City State Zip

Do you weekly attend worship? ☐ Yes ☐ No Are you a member? ☐ Yes ☐ No How long? _____

Statement of Understanding and Agreement

I certify that the information I have given on this application is true and complete, and understand that, if hired, any false or misleading information given on this application or during an interview may be cause for immediate dismissal. I also understand, if hired, (a) I will be required to attend employee orientation and to abide by all rules and regulations of Oakwood Christian Academy, (b) I have the right to terminate my employment at any time, with or without cause, and Oakwood Christian Academy has the same right, and (c) my employment is dependent upon satisfactory results from a post-offer physical, drug screen, criminal background investigation and personal/professional references.

I hereby release from liability all persons, schools, corporations, government agencies or other organizations providing information regarding my personal employment and educational history, and hereby authorize the release of any such information, including law enforcement records and drug screen test results to Oakwood Christian Academy. Photocopies of this Authorization to Release Information should be treated as original.

I give permission for Oakwood Christian Academy to obtain any of my background information from this area and any other area in which I have lived.

I have read and understand this statement. _____
Signature Date

Oakwood Christian Academy does not discriminate on the basis of national or ethnic origin, handicap, gender, race or color.