

**MARSHALL**



**CHRISTIAN**

**EMPLOYMENT APPLICATION**

**Mail completed application to:**

Marshall Christian School  
1631 Brashers Chapel Road  
Albertville, Al 35951

Date: \_\_\_\_\_

**Full Name:** \_\_\_\_\_ **Maiden:** \_\_\_\_\_

Present Address:

\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Number of Children (if applicable): \_\_\_\_\_ Ages: \_\_\_\_\_

**Applying for (position):** \_\_\_\_\_

**Subject(s):** \_\_\_\_\_

Mark all that apply:  Early Childhood  Elementary  Junior High  Senior High  Support Personnel

Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_ Substitute: \_\_\_\_\_

**PROFESSIONAL QUALIFICATIONS**

What was your College Major? \_\_\_\_\_

What was your College Minor? \_\_\_\_\_

Do you hold a professional educator’s certificate?  Yes  No

Valid in what state: \_\_\_\_\_

Granted (date): \_\_\_\_\_ Expires: \_\_\_\_\_

Do you hold an ACSI Certificate?  Yes  No

**\*Please attach a photocopy of any certificates held.**

**Record of Education/Training**

	Name of Institution	Dates (From/To)	Year Graduated	Degree & Major	GPA
High School:					
College/ University					
College/ University					
College/ University					

**\*Please include a copy of undergraduate/graduate transcripts and diploma(s).**

**Professional Educator Experience**

**Beginning with your most recent position**, list all professional education experience for which you have been compensated, not including student teaching assignments.

School	City/State/Zip	From-To	Subject(s)/Grades

### Other Work Experience

**Beginning with the most recent**, please list all NON-INSTRUCTIONAL work experience for which you have been compensated.

Organization	City/State/Zip	From-To	Type of Work	Reason for Leaving

Are you willing to assist in sponsoring extra-curricular activities?  Yes  No

If yes, please list activities or sports which you would be capable and willing to direct, sponsor, advise, or coach (Please indicate grade or ability levels).

---



---



---



---

If you have children, do you intend for them to attend MCS?  Yes  No

If you marked “ No” , please explain:

---



---

Please list names and entering grade level of school-aged children:

Name:

Grade:


**PERSONAL HISTORY**

Are you a U.S. Citizen?    Yes    No

Please check the appropriate answer:

Have you ever been arrested or convicted of a felony or a misdemeanor, which resulted in imprisonment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been arrested or convicted of any violation of the law other than a minor traffic ticket?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have any charges pending against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had a teaching certificate suspended or revoked?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been suspended, dismissed, fired, or asked to resign from any position of employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of child abuse of any kind?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered yes to any of the above, please explain:

---

---

---

Why do you wish to teach at a Christian school?

---

---

---

What areas do you feel are your strengths? Areas you need to work on?

---

---

---

**CHRISTIAN TESTIMONY AND COMMITMENT**

What church do you attend? \_\_\_\_\_

Pastor's Name: \_\_\_\_\_

Church Address: \_\_\_\_\_

Do you attend church regularly:       Yes       No

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth, and conduct?    Yes       No

What church activities/responsibilities do you participate in regularly?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe your personal relationship with Jesus Christ and give a written testimony of your faith (You may use the back of this page if more room is needed).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES**

Please give three references that are qualified to speak of your spiritual experience and Christian service.

**\*Please attach a letter from your church pastor stating your church service and membership.**

1. \_\_\_\_\_  
(Name) (Occupation) (Capacity in which he/she knew you)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home/Cell Telephone: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

2. \_\_\_\_\_  
(Name) (Occupation) (Capacity in which he/she knew you)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home/Cell Telephone: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

3. \_\_\_\_\_  
(Name) (Occupation) (Capacity in which he/she knew you)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home/Cell Telephone: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

**REFERENCES CONTINUED**

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

1. \_\_\_\_\_  
(Name) (Occupation) (Capacity in which he/she knew you)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home/Cell Telephone: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

2. \_\_\_\_\_  
(Name) (Occupation) (Capacity in which he/she knew you)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home/Cell Telephone: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

3. \_\_\_\_\_  
(Name) (Occupation) (Capacity in which he/she knew you)

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home/Cell Telephone: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

**Document Checklist**

Please be sure to include the following documents with your application packet without staples:

- Current Resume
- Completed Application (including the signed Applicant’s Certification and Agreement, Authorization to Release Reference Information, Statement of Faith, and the Declaration of Moral Integrity)
- Copy of transcripts undergraduate/graduate and diploma(s)
- Letter from your pastor stating church service and membership
- Copy of any certificates held (state, ACSI etc..)
- Copy of driver’s license and social security card

**APPLICANT’S CERTIFICATION AND AGREEMENT**

I understand that Marshall Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age or disability.

I hereby certify that the facts set forth in the application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid and receive benefits only through the day of release.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possible other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as is necessary for such an investigation. I authorize the school to conduct a criminal records check and background check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or to reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Applicant’s Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**AUTHORIZATION TO RELEASE REFERENCE INFORMATION**

I have made application for a position as a \_\_\_\_\_ with Marshall Christian School. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluation, my education preparation, and all other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving prior notice of such disclosure.

In addition, I hereby release Marshall Christian School, my former employers, references, and all other parties from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to Marshall Christian School.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

I certify that I have carefully read and do understand the above statements.

\_\_\_\_\_  
Applicant's Name (Print) Date

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Applicant's Social Security Number

**STATEMENT OF FAITH**

*The Mission of Marshall Christian School is to partner with Christian parents, to provide quality Christian education, and to prepare students for a lifetime of fruitful Christian service.*

We believe God inspired all the words of Scripture, as originally given. (2 Tim 3:16, 1 Cor. 2:13)

We believe that God has revealed Himself as one God existing in three persons. Father, Son, and Holy Spirit; distinguishable but indivisible. (Mt. 28:19, II Cor. 13:14)

We believe in the creation, the test and fall of man, as recorded in Genesis; which led to his total spiritual depravity and inability to attain to righteousness. (Romans 5:12,18)

We believe in the Lord Jesus Christ, the Savior of man, conceived of the Holy Spirit, born of the virgin Mary, fully God and fully man. (Luke 1:26-35; John 1:18; Is. 7:14; 9:6)

We believe Christ died for our sins, was buried and rose again the third day, personally appearing to his disciples. (1 Cor. 15:1-4; Rom. 4:25)

We believe in the bodily ascension of Jesus to heaven, His exaltation, and His personal, literal, and bodily coming again the second time. (Jn. 14:2,3; 1 Thes. 4:13-18)

We believe in the salvation of sinners by grace through repentance and faith in the perfect and sufficient work of the cross of Calvary by which we obtain remission of sins. (Eph. 2:8-9; Heb. 9:12,22; Rom. 5:11)

We believe in water baptism for the believer in order to fulfill the command of Christ. (Mt. 28:19; Acts 2:37-41, 19:1-6)

We believe in the Spirit-filled life and the development of godly character in the fear of God as an expression of Christian faith. (Eph. 5:18; II Cor. 6:14, 7:1)

We believe in eternal life for the believer (Jn. 5:24, 3:16) and eternal punishment of the unbeliever. (Mark 9:43-50; II Thes. 1:9)

We believe in the reality and personality of Satan and the eternal judgement of Satan and his angels. (Mt. 25:41; Rev. 20:10-15)

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**DECLARATION OF MORAL INTEGRITY**

Marshall Christian School expects all of its employees and its volunteers with access to children model the same Christian values and lifestyles that it seeks to foster in its students. As an applicant for ministry position, as an employee, or as a volunteer at this school, I (print name) \_\_\_\_\_ recognize, understand, and agree to live by the Christian moral standards of the school.

I declare (a) that during the past year I have not engaged in, (b) that at the current time I am not engaging in, (c) that I promise I will not engage in, and (d) that I will not condone in my personal teaching or professional standards during the term of my employment or volunteering, inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual, lesbian, or other sexual misconduct, sexual harassment, use or viewing of pornographic material or websites, and sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral-integrity standards and Christian role-model lifestyle requirements of Marshall Christian School. I understand that any intentional falsification of any portion of this application will be grounds for immediate dismissal.

Let marriage be held in honor among all, and let the marriage bed be undefiled, for God will judge the sexually immoral and adulterous. (Hebrews 13:4)

A disciple is not above his teacher, but everyone when he is fully trained will be like his teacher. (Luke 6:40)

\_\_\_\_\_  
(Applicant's signature)

\_\_\_\_\_  
(Date)