



HEBRON CHRISTIAN ACADEMY
P.O. Box 1028 • Dacula, Georgia 30019 • (770) 962-5423

**PROFESSIONAL EMPLOYEE
APPLICATION**

Applications are received and employees are hired without regard to race, color, sex, age, national origin, or disability (except as required for performance of specific duties). The receipt of this application does not mean that job openings exist or does not obligate us in any way. Employment is "at-will" and may be terminated at any time with or without cause. We appreciate your interest in Hebron Christian Academy.

While completing this application, if you find it necessary to provide comments or explanations to questions asked, please attach additional sheets of paper. PLEASE PRINT OR TYPE ALL INFORMATION.

SECTION I: PERSONAL DATA

Date _____ Date of Birth _____

Name _____
Rev. _____
Mr. _____ (First) (M.I.) (Last)
Mrs. _____
Miss _____

Present address _____
(street)
_____ (city) (state) (zip)

Email Address: _____

How long have you been at this address? _____ Phone (____) _____

Present occupation _____ Social Security# _____

Single _____ Married _____ Divorced _____ Widowed _____ Separated _____

Spouse's name _____

Spouse's employment/occupation _____

Name and ages of children: (1) _____ (2) _____

(3) _____ (4) _____ (5) _____

Are you over the age of 18? Yes No If no, employment is subject to verification that you are of minimum legal age.

Are you legally eligible for employment in the United States? Yes No

Have you ever worked under a different name? Yes No _____

Have you ever been discharged or requested to resign from a position? Yes No

If yes, please explain

Does your present employer know of your plans to change employment? Yes No

Why do you desire to make a change?

Have you ever held a position of trust (handling money or confidential material)? Yes No

Do you have any responsibilities that may affect your daily attendance? Yes No

If yes, please explain

Can you perform the essential functions of the job with or without an accommodation? Yes No

SECTION II: CHRISTIAN EXPERIENCE

- A. Salvation experience _____

- B. When and where baptized _____

- C. Present church membership _____

- D. Is spouse a Christian? _____ When were they saved? _____

- E. Do you know how to lead a child to Christ? _____

SECTION III: EDUCATIONAL BACKGROUND

(List high school first)

(School)	(City/State)	(Major)	(Minor)	(Degree)	(Year Graduated)

Hours in: Professional Education _____ Christian Education _____ Bible _____

What teaching certificates do you hold?

State _____ Valid until _____

State _____ Valid until _____

Describe any other specialized or professional training (such as computers, etc.).

If you are presently enrolled in school, what are you studying?

SECTION IV: EMPLOYMENT EXPERIENCE

A. Teaching experience:

(School)	(Phone)	(Principal)	(Grade/Subject)	(Dates)

Total years teaching experience _____

B. Non-professional work experience:

(Type of Work)	(Employer)	(City/State)	(Dates)

SECTION V: GENERAL INFORMATION

A. References: Please give three references who are qualified to recommend you. (Do NOT include relatives. Give complete mailing addresses.)

- | | |
|---|---|
| <p>1. _____

 Phone () _____</p> | <p>2. _____

 Phone () _____</p> |
| <p>3. _____

 Phone () _____</p> | |

B. Position applied for:

Junior/Senior High (Subjects) _____
 Kindergarten/Elementary (Grades) _____ Other _____

SECTION V: GENERAL INFORMATION (CONTINUED)

C. Why do you wish to teach in a Christian school?

D. What extra-curricular activities would you like to sponsor or be involved in?

E. In what area of church responsibility have you served?

Music _____ Teaching _____ Outreach _____
Youth _____ Children's work _____ Other _____

F. What are your convictions regarding the use of alcohol or drugs? _____

G. Have you ever been convicted of committing a crime? If yes, please explain _____

H. Has your driver's license ever been suspended? If so, why? _____

I. We will check the criminal record for all workers. Are you willing to sign an authorization form for us to check your background? _____

Please submit your application, provide copies of any teaching certificates, and have your college forward your transcripts to:

**Hebron Christian Academy
PO Box 1028
Dacula, GA 30019**

Applicant's Statement – Read Carefully

In consideration of the receipt and evaluation of this application by HEBRON CHRISTIAN ACADEMY, I agree and represent that the information contained in this form is correct to the best of my knowledge. I authorize HEBRON CHRISTIAN ACADEMY and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, driver record, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application and/or obtaining other information which may be material to my qualifications as an employee now and, during my tenure as an employee with HEBRON CHRISTIAN ACADEMY.

I authorize any references, or any other person or organization, whether or not identified in this application, to give you any information (including opinions) regarding my character and fitness for employment. I hereby release any individual, church, denominational agency or official, corporation, reference, or any other person or organization, including record custodians, both collectively and individually, and whether or not identified in this application, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply with this authorization, excepting only the communication of knowingly false information. I further state that I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND I SIGN THIS RELEASE AS MY OWN FREE ACT. This is a legally binding release which I have read and understand. I understand that I may consult with an attorney before signing this document. A facsimile or photocopy of this authorization shall be as valid as the original. I further understand that a criminal records check may be conducted on me, and I consent to any such check.

Signature of Applicant

Date

This application is NOT complete unless signed by the applicant.

SECTION VI: STATEMENT OF FAITH

Section 1: We believe in one God Who exists in three persons as - God the Father, God the Son and God the Holy Spirit. The Trinity consists of these three persons Who are one in essence but distinct in function, although the Three are always in complete harmony with each other. He is infinite in wisdom and power and is completely sovereign over all creation.

Section 2: We believe in Jesus Christ Who is the only begotten Son of God. He was born of a virgin and conceived by the Holy Spirit. He was born as the perfect God/man - that is, wholly God and wholly man. Jesus Christ lived a sinless life, died for the atonement of lost man and was victoriously raised from the dead in a bodily resurrection. He lives eternally with the Father and will one day return to reclaim His church - His bride.

Section 3: We believe in the Holy Spirit, the third Person of the Trinity. He is God Who indwells the heart of redeemed man and works to bring the saint into the fullness of the will of God. The Holy Spirit draws man into salvation and convicts of sin. He is totally divine and equal with the Father and the Son.

Section 4: We believe the biblical story of creation. All things were created by God through Jesus Christ exactly as revealed in the Genesis account. We believe creation was completed in six literal days and continues to exist by the power of God. Adam and Eve were literal historical figures placed in the Garden by God. Adam was given the position of representing man in the Garden and with his fall passed the sin nature onto all who have been born thereafter.

Section 5: We believe that the Bible is the inspired, inerrant and infallible Word of God. It is without error in its originals and is God's total and complete revelation to man. The Bible is the final authority of all matters as far as the truth of God is concerned. It cannot be interpreted apart from the illumination of the Holy Spirit but, when so interpreted with His illumination the reader will find that all aspects of the truth of the Word is in complete harmony.

Section 6: We believe that salvation is possible only through the Person of Jesus Christ. The Holy Spirit draws and convicts sinful man to repentance and total faith in Christ. Upon salvation through Christ man is redeemed. His account is settled and his name is written in the Lamb's Book of Life. God will then protect and direct the saint and through the power of God the redeemed sinner will persevere in his faith to the end.

Section 7: We believe the Church is the local body of baptized believers who work together under the direction of the Holy Spirit to carry out the three primary functions of the church: Exalt the Savior, equip the saints and evangelize the sinner - this is to be done both locally and worldwide through all appropriate opportunities. The Church is provided gifts from the Holy Spirit through its membership which enables it to carry out the full work to which it is called.

Section 8: We believe that Jesus Christ will return to the earth as He promised. When He returns it will be in complete victory over sin and the dominion of Satan. Jesus will call His church to Himself, he will judge and destroy the powers of evil including Satan and his demonic angels, and He will establish His eternal kingdom. He will sit as the final judge of all who have lived. The saints will live forever in Christ's kingdom and the unrepentant sinner will spend eternity in hell.

SECTION VII: SCHOOL PHILOSOPHY

We feel that a Christian school should be:

- 1) founded upon the Bible (the Word of God) and its principles rather than the personal traditions of men. (II Timothy 3:16, 17 and Colossians 2:8)
- 2) centered in the Lord Jesus Christ, who is the Creator and only source of salvation for mankind. (John 1:9-12)
- 3) directed and controlled by the Holy Spirit who is able to teach the consenting believer all things. (John 14:26)
- 4) pupil-oriented to achieving the highest academic levels possible as we train these young people to fulfill their roles as ambassadors and ministers of reconciliation for the Lord Jesus Christ. (II Corinthians 5:17-21)
- 5) socially applicable in its content and scope so that young people can learn to serve the Lord Jesus Christ in their sojourning here, while not loving this world's system. (Ephesians 6:18-20, and II John 2:15-17)

SECTION VIII: TEACHER REQUIREMENTS

- 1) Evidence of salvation and dedication. (Written testimony on application form.)
- 2) Love of children and young people.
- 3) Call from God to teach in a Christian school.
- 4) Preparation in academic studies.
 - a) Must have a bachelor's degree.
 - b) Must be willing to become permanently certified.
- 5) Understanding of the philosophy and objectives of Hebron Christian Academy.
- 6) Ability to work as a team member.
- 7) Willingness to abide by the dress code requirements of Hebron Christian Academy and the Association of Christian Schools International.
- 8) Experience in soul winning and bible teaching.

I hereby agree with the Statement of Faith, Philosophy, and Teacher Requirements of Hebron Christian Academy.

Signed _____

Date _____