



**PRINCE**  
AVENUE CHRISTIAN SCHOOL

2201 Ruth Jackson Road • Bogart, GA 30622  
(678) 726-2300  
FAX (678) 726-2301

### EMPLOYMENT APPLICATION - NON TEACHING

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State Zip

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail Address \_\_\_\_\_ Date of Application \_\_\_\_\_

Position(s) applied for \_\_\_\_\_ Full-time \_\_\_\_\_ Part Time \_\_\_\_\_ Grade Level \_\_\_\_\_

Interested in Coaching \_\_\_\_\_ Sport/Level \_\_\_\_\_

Have you previously filed an application or been employed by PACS? YES \_\_\_\_\_ NO \_\_\_\_\_  
 If yes, please state position and date(s) \_\_\_\_\_

If not a citizen of the United States, do you possess an alien registration card? YES \_\_\_\_\_ NO \_\_\_\_\_  
 Visa Classification \_\_\_\_\_ If hired, applicant will be required to submit proof of citizenship.

Are you available to work? Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Other \_\_\_\_\_

Have you ever been arrested, charged, or convicted for violation of the law, including traffic violations? YES \_\_\_\_\_ NO \_\_\_\_\_  
 If yes, please describe in full, including date(s) and disposition of case: \_\_\_\_\_  
 \_\_\_\_\_

What church are you presently a member of or regularly attending? \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Pastor \_\_\_\_\_ How long have you been a member? \_\_\_\_\_

May we contact your pastor to verify your involvement? YES \_\_\_\_\_ NO \_\_\_\_\_

### STANDARDS OF CONDUCT

As an employee at Prince Avenue Christian School, I agree to undertake as God shall give me strength, to endeavor to live in full obedience to God's will as it is set forth in the Scriptures, forsaking all ungodliness and worldly lusts, walking in that holiness and temperance which will be an example to the youth and adorn the doctrine of our Lord and Savior Jesus Christ, and fellowshiping with other Christians in a local church. I will guard my personal relationship with Jesus Christ as the highest priority of my life. PACS believes in a literal interpretation of the Bible and that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in scripture (Genesis 2:18-25). As a religious institution providing an education in a distinctly Christian environment, the school reserves the right to refuse any employee who practices sexual immorality as defined by the Bible (Leviticus 20:13a, Romans 1:27, Matthew 19:4-6). For further information, please consult the Statements of Biblical Morality and Christian Life Commitment in the Employee Handbook.

\_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

*Prince Avenue Christian School (PACS) does not discriminate on the basis of race, color, birth gender, ethnic origin, or age in its employment, admissions, rights, privileges, programs, activities or in the administration of any educational or co-curricular activities or policies.*

## EDUCATIONAL PREPARATION

Beginning with the high school from which you graduated, please list in consecutive order each school attended.

Name of School & Geographic Location	Years From                      To		Major/Minor Subjects	Degree Earned
<b>Other Pertinent Information</b>				

## EMPLOYMENT EXPERIENCE

Start with current place of employment	Years From                      To		Subject taught - Position Held	

## OTHER EXPERIENCES

(Extracurricular, military, athletic positions, other work experiences, special training and certification, such as first aid, CPR, CDA, etc.)

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## GENERAL INFORMATION

Please take a few minutes to respond to the following questions:

1. Do you believe that eternal salvation is offered as a free gift of God through faith alone in the person and work of Jesus Christ? \_\_\_\_\_

2. Briefly explain what you believe concerning the growth of the believer after salvation. What roles do the Word of God and the Holy Spirit play in the life and growth of the child of God? What are the believer's responsibilities?

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3. What is your view of the Bible? Is it authoritative for our lives? Does it contain errors? Is it God's Word? \_\_\_\_\_

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4. Give your own definition of a Christian. \_\_\_\_\_

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5. Do you feel confident that you could explain **clearly** the Gospel to an unsaved person and invite them to trust Christ as personal Savior? \_\_\_\_\_

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6. What Christian service have you been involved in since becoming a Christian? \_\_\_\_\_

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7. How did you learn about the position for which you are applying? \_\_\_\_\_

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8. Why do you desire to be employed at Prince Avenue Christian School? \_\_\_\_\_

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## GENERAL INFORMATION CONTINUED

9. How should you react if treated unfairly or if you are unjustly criticized by a school parent? \_\_\_\_\_

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10. Would you be available to attend any training sessions during the summer or during the school year (i.e., an out-of-town convention, etc.) \_\_\_\_\_

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11. Will you support the administrator's decisions gracefully before the students, parents, or employees? \_\_\_\_\_

If not, explain \_\_\_\_\_

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## STATEMENT OF BELIEF

We believe that the Scriptures of the Old and New Testaments are inspired by God and inerrant in the original writing, and that they are the supreme and final authority in faith and life.

We believe in one God who exist eternally in three persons:

- the Father Almighty, who created of all things, visible and invisible, for His own glory and purpose.
- the Son, our Lord Jesus Christ, who, being one in substance with the Father, came down from Heaven, was conceived of the Holy Spirit, born of the virgin Mary, died as the substitute for our sins, rose bodily from the grave according to Scripture, ascended to Glory to serve as our Advocate, and will come again to judge all humanity.
- the Holy Spirit, who, being equal with the Father and Son, proceeds from them to convict the world of sin and seal, equip, and empower God's people.

We believe that man was created in the image of God by a direct act of God and did not evolve from existing forms of life. The historical Adam, acting as the representative of all humanity, sinned and thereby incurred not only physical death but also that spiritual death which is separation from God. Consequently all humans are born with a sinful nature.

We believe that salvation is by grace through faith apart from works of the law, secured by the finished work of the Lord Jesus Christ, and granted to all who place their faith in Jesus Christ. We further believe in the eternal security of all those who are genuinely saved.

We believe that all the will of God is summarized in these two commandments: The first is, "you shall love the Lord your God with all your heart, with all your soul and with all your strength." The second is this, "You shall love your neighbor as yourself."

## **PERSONAL TESTIMONY**

Please give an explanation of the events surrounding your conversion to Jesus Christ and how that conversion took place. Include scriptural principles that helped you understand the Gospel. Be specific. If you were saved as a child, please relate the experience as clearly as possible.

## REFERENCES

**Please list three professional references:**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Institution \_\_\_\_\_

Current Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Institution \_\_\_\_\_

Current Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Institution \_\_\_\_\_

Current Address \_\_\_\_\_

**Please list three other references. At least one should be able to testify to your Christian character.**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Institution \_\_\_\_\_

Current Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Institution \_\_\_\_\_

Current Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Institution \_\_\_\_\_

Current Address \_\_\_\_\_

**BACKGROUND INVESTIGATION CONSENT**

I, \_\_\_\_\_, hereby authorize PRINCE AVENUE CHRISTIAN SCHOOL or its agents to make an independent investigation of my background, references, character, past employment, consumer reports, education, motor vehicle record and criminal history record information which may be in any state or local files, 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 for volunteering or employment. A telephone facsimile (fax) or xerographic copy of this consent shall be considered as valid as the original consent.

**Fair Credit Reporting Act:** *If employment is denied in whole or in part because of information obtained by the above-named company, I have the right to make a written request within a reasonable period of time to receive the information obtained.*

I release the above-named company and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or lawsuits in regard to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge:

\_\_\_\_\_  
Full Name (printed) Maiden Name or Other Name(s) Used

\_\_\_\_\_  
Present Address How long? \_\_\_\_\_  
Years/ Months

\_\_\_\_\_  
City/State County Zip

List all former addresses for the past seven (7) years. City and State:

\_\_\_\_\_  
Address How long ? \_\_\_\_\_  
City State Zip Years/ Months

\_\_\_\_\_  
Address How long ? \_\_\_\_\_  
City State Zip Years/ Months

\_\_\_\_\_  
Address How long ? \_\_\_\_\_  
City State Zip Years/ Months

\_\_\_\_\_  
Driver's License Number State of Issue

\_\_\_\_\_  
Date of Birth Social Security Number

\_\_\_\_\_  
Applicant's Signature Name Printed or Typed Date