

EMPLOYMENT APPLICATION

Your interest in **Cathedral Preschool** is appreciated. We invite you to fill out this application and return it to the address at the bottom of this page. If an opening occurs for which it appears you may qualify, your application will be thoroughly reviewed. We may also contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

We realize that the key to a successful Christian Preschool is its faculty and staff. We are seeking applicants who are professionally qualified, who really love children, who feel called to Cathedral Preschool and who, by the pattern of their lives, are Christian role models. (Luke 6:40)

We look forward to receiving your application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His perfect will in our school and in the lives of all applicants.

Individuals seeking employment at **Cathedral Preschool** shall apply in writing and submit the following documents as part of the application process:

- a. Resume
- b. This completed application

Non-Discriminatory Policy: Cathedral Preschool does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age or disability.

I. PERSONAL INFORMATION

Full name: _____
Last First Middle Initial Maiden

Application date: ____ / ____ / ____ Date available: ____ / ____ / ____

Address _____
Street or P.O. Box

City _____ State _____ Zip Code _____

Phone: Home (____) _____ Work (____) _____ Cell: (____) _____

Email: _____

How long have you lived at the above address? _____

What hobbies or interests do you enjoy in your recreational time? _____

Which books have you read in the past year? _____

II. POSITION DESIRED

I. Please indicate possible position(s) for which you are applying:

First choice: _____ Second choice: _____

Full time Part time

III. EDUCATION

1. Degree _____

Date Received _____

Issuing institution _____

2. Degree _____

Date Received _____

Issuing institution _____

3. Degree _____

Date Received _____

Issuing institution _____

IV. PREVIOUS WORK EXPERIENCE *(last 5 years)*

1. Company _____

Address _____

Dates of Employment _____

Duties _____

Reason for Leaving _____

2. Company _____

Address _____

Dates of Employment _____

Duties _____

Reason for Leaving _____

3. Company _____

Address _____

Dates of Employment _____

Duties _____

Reason for Leaving _____

V. CHRISTIAN SCHOOL PREPARATION

1. How would you handle discipline in your classroom?

2. What does it mean to you to teach a Christian or Biblical worldview?

3. What are the main characteristics that distinguish a Christian school from a secular school?

4. 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

5. Where is your present church membership? _____

6. In what community service activities have you been or are you currently involved? _____

7. Describe your personal Bible study and prayer life. _____

8. How do you involve parents in your classroom? _____

VI. REFERENCES

Give three references who are qualified to speak of your spiritual experience and Christian service. List your current pastor or church leader first.

Name/Position/Complete Address/Phone

1. _____

2. _____

3. _____

Give three references that are qualified to speak of your work experience and professional training. List your current or most recent supervisor first. If you do not wish us to contact your current employer at this time, please note this and state the reason in the margin.

Name/Position/School/Complete Address/Phone

1. _____

2. _____

3. _____

VII. DISCLAIMER & SIGNATURE

I certify that my answers are true and complete to the best of my understanding.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I acknowledge that if hired, I will be an at-will employee. I will be subject to dismissal or discipline without cause or notice, at the discretion of Cathedral Preschool. I also understand that this means I am free to quit my employment at any time, for any reason, without notice. I understand that no representative of Cathedral Preschool, other than the Management Team, has authority to change the terms of an at-will employment and that any such change can occur only in a written contract.

Signature _____ Date _____