

EXCEL

CHRISTIAN ACADEMY

54 Seventh Street | Emerson, GA 30137
(770) 382-9488 | www.excelca.org

APPLICATION FOR EMPLOYMENT

Excel Christian Academy will not discriminate in the admission of students or the hiring of employees on the basis of the applicant's race, color, sex, or national and ethnic origin. Excel Christian Academy does have the right to accept or reject any application. You may waive the right to answer any questions under the General Information heading.

GENERAL INFORMATION:

Name _____ Social Security Number _____

Address _____ City _____ State _____ Zip _____

Telephone Number _____ Date of Birth _____ Place of Birth _____

Marital Status ___Single ___Married ___Widowed ___Divorced ___Remarried

Spouse's Name (if applicable) _____ Children? ___Yes ___No

Children's Name (Ages) _____

Do you have a child/children that attends Excel Christian Academy? ___If so, what grade(s) _____

Is there anything that would keep you from performing your duties this year? _____

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EDUCATION:

Please list the name and location of school including, high school, college, graduate studies, and summer sessions taken:

School Name	Dates	Degree/Diploma	Major	Minor

Describe any seminars or clinics that you have attended that might be of benefit to you for the position you are applying for:

Date you will be available: _____

Briefly tell why you want to work for Excel Christian Academy: _____

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PERSONAL:

1. Are you a Christian? ____ How long have you been saved? ____ Do you attend church? ____
2. Are you a member of your church? _____
3. What is your denominational preference? _____
4. Which most accurately describes your church attendance? ____ Active in Church
____ Attend Occasionally ____ Do not attend more than a few times a year.
5. Do you consider your home a Christian home? _____
6. List any church ministries you are involved in: _____
7. What do you consider to be your strongest trait? _____
8. What do you consider to be your weakest trait? _____

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WORK HISTORY:

Please list your most current job first.

Employer	Address & Telephone #	Dates	Reason for Leaving

Are you currently employed? ____ If so, may we inquire of your present employer? _____

Why do you desire to make a change from your present position? _____

How many days were you absent from work last year? _____ Explain: _____

Is there any additional information regarding your abilities you wish to add? _____

PERSONAL REFERENCES: (Please list three we may contact)

Name	Address	Daytime Phone

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that my result from furnishing same to you.

Furthermore, I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice.

Signature of Applicant

Date

CONSENT FORM

I hereby authorize Excel Christian Academy School Board to receive any criminal history record information pertaining to me which may be in the files of any state or local criminal justice agency in Georgia.

*******Please make sure you notarize before returning*******

Full Name (Printed)

Street Address

City, State, Zip

Sex

Date of Birth

Race

Social Security #

Signature

Notary

Date