



# Application for Employment

Thank you for your interest in private education and in employment with Solano Christian Academy. Individuals interested in working at SCA must show a commitment to professional development, a spirit of service and cooperation, and a willingness to take necessary steps to help ensure the academic, social, and spiritual growth of all students. Each employee serves as a representative of this school and, as such, recognizes that conduct both on campus and away from school will impact SCA's reputation in the community, either positively or negatively. Therefore, employees must understand that their behavior and moral character must be consistent with scriptural standards.

Name: \_\_\_\_\_

Position Desired:

(Circle One)

*Full Time*

*Part Time*

Date of Application: \_\_\_\_\_

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

Primary Phone: \_\_\_\_\_

Work or Cell Number: \_\_\_\_\_

## EDUCATIONAL INFORMATION

University or College Attended

Dates Degree

\_\_\_\_\_

\_\_\_\_\_

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List other relevant educational training:

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Are you currently teacher certified? Yes                      No

If Yes, in what state(s)?:

Grade Level:

Specific Field(s):

List any other areas in which you have an interest or experience and would be willing to work with students on an extracurricular basis, such as chorus, band, athletics, speech, Bible Bowl, etc.:

EMPLOYMENT HISTORY

***PLEASE LIST PRESENT OR LAST EMPLOYER FIRST***

1) Employer: \_\_\_\_\_ From: To:

Phone Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Position: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

2) Employer: \_\_\_\_\_ From: To:

Phone Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Position: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

3) Employer: \_\_\_\_\_ From: To:

Phone Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Position: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

PROFESSIONAL REFERENCES

***PLEASE LIST THREE NON-RELATIVES***

1) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_

Connection with you: \_\_\_\_\_

2) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_

Connection with you: \_\_\_\_\_

3) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_

Connection with you: \_\_\_\_\_

**PERSONAL INFORMATION**

- 1) Have you ever been arrested, indicted, or convicted for any reason other than a misdemeanor traffic violation? Yes No

If yes, please explain:

- 2) Have you ever had your certification revoked, suspended, or been officially reprimanded in any way for actions taken while working with children?

Yes No

If yes, please explain:

- 3) Are there any conditions, judgments, or factors that would limit your ability to work at SCA or that would preclude your working with the families and students of this school? Yes No

If yes, please explain

**APPLICANT CERTIFICATION AND AGREEMENT**

I understand that Solano Christian Academy does not discriminate in its employment practices against any person because of sex, race, color, national/ethnic origin, or

handicap. I further understand that any offer of employment is contingent on the proof of legal authority to work in the United States.

I hereby certify that the facts set forth in this application are true and complete to the best of my knowledge. I understand that discovery of the falsification or any statement or significant omission of fact during any phase of the hiring process may prevent me from being hired or, if hired, may subject me to immediate dismissal.

I authorize SCA to enquire about my work and pertinent personal history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize the release and giving of any information requested by SCA such as employment records, performance reviews, and personal evaluations/references. I release any person, organization, or company from liability or damage which may result from furnishing accurate information as requested. I further waive the right to ever personally view any references given to SCA on my behalf.

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

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date