



**Hosanna**  
CHRISTIAN

5000 Hosanna Way  
Klamath Falls, OR 97603  
p | 541.882.7732  
f | 541.882.6940  
w | HosannaChristian.org

**Teacher Employment Application**

Your interest in Hosanna Christian School is appreciated. Please complete this application and return with a letter of interest and your resume. (Applications will be kept on file for 2 years)

We realize that the key to a successful Christian school is its staff. We are seeking applicants who are professionally qualified, who really love children, 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 the lives of all applicants.

**[ A ] Applicant's Name and Address**

Full name: \_\_\_\_\_

Application date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date available: \_\_\_\_/\_\_\_\_/\_\_\_\_

Present address: \_\_\_\_\_  
\_\_\_\_\_

Phone: Days (\_\_\_\_) \_\_\_\_-\_\_\_\_

Evenings (\_\_\_\_) \_\_\_\_-\_\_\_\_

Best time to call you? \_\_\_\_\_

Length of time at this address? \_\_\_\_\_

Permanent address and phone number if different than present address \_\_\_\_\_  
\_\_\_\_\_

Please list any additional addresses where you have resided at any time during the past five years:  
\_\_\_\_\_  
\_\_\_\_\_

**[ B ] Position Desired**

Please indicate 1, 2, 3 choice in the parenthesis. Then to the right please indicate the grades or subjects in order of preference:

( ) Preschool ( ) Kindergarten ( ) Elementary \_\_\_\_\_  
( ) Junior High \_\_\_\_\_ ( ) High School \_\_\_\_\_

\_\_\_\_\_ Full time

\_\_\_\_\_ Part time

\_\_\_\_\_ Substitute

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

\_\_\_\_\_

Can you submit verification of your legal right to work in the US? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please list activities or sports that you would be capable and willing to direct, sponsor, or coach.  
(Indicate grade or ability levels.) \_\_\_\_\_

\_\_\_\_\_

What would you like to be doing five years from now? \_\_\_\_\_

\_\_\_\_\_

**[ C ] Christian Background**

*Briefly give your Christian testimony.*

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**Statement of Faith** Please carefully read our Statement of Faith and indicate your degree of support

We believe the Holy Bible is the only inspired and infallible Word of God.  
We believe in the Triune Godhead: God the Father, God the Son, and God the Holy Spirit.  
We believe that Jesus (God the Son) was born of a virgin, lived a sinless life, shed His blood  
for the remission of sins in His death on the cross, was raised from the dead, ascended  
to the right hand of the Father, and will return.  
We believe that man needs a spiritual rebirth and must accept Jesus Christ as Lord and Savior.

“For it is with your heart that you believe and are justified, and it is with your mouth that you confess  
and are saved.” (Romans 10:10)

\_\_\_\_\_ I fully support the Statement as written without mental reservations.

\_\_\_\_\_ I support the Statement except for the area(s) listed on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

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

Denominational preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Are you currently active and in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

In what church activities are you involved and with what degree of regularity?  
\_\_\_\_\_  
\_\_\_\_\_

What other Christian service have you done since becoming a Christian?  
\_\_\_\_\_  
\_\_\_\_\_

Are you capable of teaching a Bible class? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, what would be your subject preferences? \_\_\_\_\_

To what extent do you believe you should become involved in Sunday and other weekday ministries in the church of which you are a member?  
\_\_\_\_\_  
\_\_\_\_\_

Describe your routine of personal Bible study and prayer.  
\_\_\_\_\_  
\_\_\_\_\_

What books have you read recently that have helped you spiritually?  
\_\_\_\_\_

**[ D ] Professional Qualifications**

- Please attach photocopies of all your postsecondary transcripts. You may be asked to provide official copies of your transcripts for inclusion in your personnel file.

What degree or degrees do you hold? \_\_\_\_\_

Degree	Date Received	Issuing Institution
_____	_____	_____
_____	_____	_____

Your Major(s)

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Your Minor(s)

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**[ E ] Employment History**

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may follow the same format on additional paper.

1. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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2. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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3. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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4. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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5. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Have you ever worked under a different name for any of the employers you have listed?  
\_\_\_\_\_ Yes \_\_\_\_\_ No

If so, what was the name or names? \_\_\_\_\_

Have you served in the military? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, what type of training or education did you receive? \_\_\_\_\_

Are you holding or have you already signed a contract for next year with any other educational institute? \_\_\_\_\_ Yes \_\_\_\_\_ No

**[ G ] Personal References**

Do not list family members or relatives for references. You will also need to sign the *Reference Release Form* that is attached and return it with this application.

Give three references that are qualified to speak of your spiritual experience and Christian service.

Name/Complete Address	Phone	Position
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Give three references that are qualified to speak of your professional training and experience. *List your current or most recent principal or supervisor first. (Include phone number)*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**[ H ] PERSONAL INFORMATION**

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer?

Yes  No

Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave a job or volunteer position on the grounds of any unlawful sexual behavior, or violation of an employer's sexual misconduct or harassment policy?

Yes  No

Have you ever been charges in *civil* or *criminal* proceedings with improprieties regarding children?

Yes  No

Have you ever entered a plea of guilty, a plea of "no contest" (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense?

Yes  No

Have you ever been suspended, discharged, or resigned in lieu of discharge from any position?

Yes  No

Do you have any personal responsibilities or other commitments that may prevent you from meeting this position's requirements for on-time arrival, attendance, or work schedules? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Our school welcomes employees, volunteers, and students of different nationalities, races, and denominations. How have you demonstrated an ability to work with others that may be different from you or have beliefs different from yours? Please describe any difficulties that you may have encountered. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please list your hobbies and personal interests. \_\_\_\_\_

\_\_\_\_\_

List any experience, skills, or qualifications that you believe would especially fit you for work with our school. \_\_\_\_\_

\_\_\_\_\_

Do you belong to any professional groups or other organizations that you consider relevant to your ability to perform this job? \_\_\_\_\_

What periodicals do you read regularly? \_\_\_\_\_

**[ I ] CURRENT ISSUES**

We live in a pluralistic society with many conflicting beliefs and values. As a teacher your students may ask you specific questions about controversial issues. Your answers will come from your personal convictions. Please briefly share your personal convictions as a Christian toward:

Marijuana and Other Non-Prescription Drugs

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Premarital Sex

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Abortion

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Homosexuality

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Gossip

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Do you have a personal testimony regarding any of the above items that you would like to share?

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**[ K ] Applicant's Certification and Agreement**

I understand that Hosanna Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I authorize Hosanna Christian School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I hereby release the school, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to the school.

Since I will be working with children, I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

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

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**AUTHORIZATION TO RELEASE REFERENCE INFORMATION**

I authorize Hosanna Christian School to inquire about my work and personal history and to verify all data given in my application for employment records, related papers, and my oral interviews.

I authorize the release and giving of any information requested by Hosanna Christian School such as employment records, performance reviews, and personal references whether such information is favorable or unfavorable to me.

I release any person, organization, or company from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I further waive the right to review any personal references given to Hosanna Christian School.

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

\_\_\_\_\_  
Applicant's Name (Print)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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