 Application for Employment

HAMPTON PARK BAPTIST CHURCH MINISTRIES

Phone 864-370-3100 Fax 864-235-5621 www.hamptonpark.org

Indicate employment interest: [ ]  Full-time [ ]  Part-time

[ ]  Pastoral Staff

[ ]  Teaching Level:       (kindergarten, elementary, etc.)

[ ]  Office/Administrative:

[ ]  Other:

|  |
| --- |
| **APPLICANT INFORMATION** |
| Name (last, first, middle):       |
| Current Address:       |
| City:       | State:       | Zip Code:       |
| Primary Phone:       [ ]  Indicate if cell | Secondary Phone (if available)        [ ]  Indicate if cell | Email Address:      |
| Have you ever been divorced?       Remarried?       |
| Current Church Membership:Church Name:      Address:      City/State/Zip:      Church Phone:      Pastor’s Name:      Pastor’s Email Address:       | Previous membership if less than one year at current church:Church Name:      Address:      City/State/Zip:      Church Phone:      Pastor’s Name:      Pastor’s Email Address:       |
| When would you be available for work?        |
| Do you have the legal right to work in the United States of America? [ ] Yes [ ]  No |
| Have you ever been convicted of a felony that has not been expunged from your record? [ ] Yes [ ]  No |
| **PERSONAL REFERENCES**Give name, address and phone number of three references who are not your relatives or former employers. |
| 1 | Name:       Address:       City/State/Zip:       Phone:       Email:        |
| 2 | Name:       Address:       City/State/Zip:       Phone:       Email:        |
| 3 | Name:       Address:       City/State/Zip:       Phone:       Email:        |
| **EDUCATION** |
| Level | School Name | Address | Date of Completion | Diploma/Degree Earned |
| Secondary |       |       |       |       |
| College |       |       |       |       |
| College |       |       |       |       |
| Graduate |       |       |       |       |
| COLLEGE MAJOR | COLLEGE MINOR |
| Field | # Credits | Grade Average | Field | # Credits | Grade Average |
|       |       |       |       |       |       |
| If secondary, list subject proficiencies      |
| GRADUATE WORK (If Master’s Degree has not been indicated above) |
| Course | # Credits | Grade | Date | School |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
| Describe any specialized training, apprenticeship, skills and extra-curricular activities.      |
| Describe any honors you have received.      |
| Share any additional information you believe will be helpful as your application is considered.      |
| **TEACHING EXPERIENCE** (if applicable)List most recent first. |
| School | Address | Begin/End Dates | Subjects/Grades | Immediate Supervisor |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
| List briefly non-teaching experience with children.       |
| Christian School PreparationHave you had any courses in Christian philosophy of education (pertaining to general school subjects)? [ ] Yes [ ]  NoIf yes, give place:       date:       |
| Placement DataWhat grades or subjects are you prepare to teach?      What grades or subjects do you prefer?      What other school activities could you sponsor or assist?       |
| **GENERAL EXPERIENCE** (all applicants)List last three employers with last one first. |
| DATEMONTH AND YEAR | NAME & ADDRESS OF EMPLOYER | POSITION | SALARY | REASON FOR LEAVING |
| From:       |                 |       |       |       |
| To:       |
| May we contact the above employer? [ ] Yes [ ]  No |
| From:       |                 |       |       |       |
| To:       |
| May we contact the above employer? [ ] Yes [ ]  No |
| From:       |                 |       |       |       |
| To:       |
| May we contact the above employer? [ ] Yes [ ]  No |
| **OFFICE APPLICANTS ONLY** |
| Summarize previous office experience including knowledge of software programs.      |
| **SPIRITUAL GROWTH** (all applicants) |
| Summarize your relationship with God      |
| Comment on the Lord’s leading in your life toward full-time Christian service. |
| HAMPTON PARK’S ARTICLES OF FAITH**1.** We believe in personal salvation by faith in the blood of Jesus Christ which He shed on the cross of Calvary for remission of sins for all who  believe.2. We believe that the entire Bible is the inspired Word of God.3. We believe that the Lord Jesus Christ was raised bodily from the tomb and now sits at the Father’s right hand in Heaven making intercession for  all born-again people.4. We believe that Christ will return bodily to call His church unto Himself.5. We believe in the eternal security of the born-again believer. |
| CHURCH MEMBERSHIP REQUIREMENTSMembership in Hampton Park Baptist Church is a requirement for full-time employment. While it is not required for part-time employment, we do prefer that even these employees be members of this church, and we ask new part-time employees who are not presently members of a Bible-believing church in this area to be prepared to transfer their membership to Hampton Park within 30 days from the time they are actively employed. Since employees must provide a proper example to students and others to be effective, it is imperative that they be regular in attendance at church services and activities. |
| APPLICANT’S UNDERSTANDING, AGREEMENT AND CERTIFICATIONI certify that the information given by me in this application is true in all respects, and I agree that any information given that is found to be false may be considered cause for denial of employment or discharge. I authorize the use of any information in this application to verify my statements, and I authorize past employers and references and any other persons to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information. I subscribe without reservation to the Articles of Faith and membership requirements listed herein.  Applicant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Applicant may use this space for comments which may aid us in evaluating his/her fitness for the position of interest. |