



THREE RIVERS CHRISTIAN SCHOOL

EARLY LEARNING CENTER EMPLOYMENT APPLICATION

Your interest in Three Rivers Christian School is appreciated. We invite you to fill out this application and return it to our office. If an opening occurs for which it appears you may qualify, we will arrange for a personal interview. We realize that the key to a successful Christian School is its staff. We are grateful for those 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, and we thank you for your interest in the ministry of our center. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

APPLICANT INFORMATION

Full Name: _____

Position Desired:

Please indicate the age-group you prefer to work with by marking your 1st, 2nd, 3rd choice in the parenthesis. Also indicate for which position within that age-group you feel best qualified.

	Teacher	Assistant	Aide
() INFANTS	_____	_____	_____
() TODDLERS	_____	_____	_____
() PRESCHOOL	_____	_____	_____
() SCHOOL AGE	_____	_____	_____

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

Are you over eighteen (18)? Y/N

Salary expected: _____

Application Date: ____/____/____

Date available: ____/____/____

Address: _____

Phone: Daytime: _____

Evenings: _____

Best time to call? _____

Birthdate: ____/____/____

How long have you lived at your current address? _____

Permanent address and phone if different than present: _____

Please list any additional addresses where you have resided at any time during the past five (5) years:

Address: _____ Years resided: _____

Address: _____ Years resided: _____

Address: _____ Years resided: _____

CHURCH SERVICE

What is your local church affiliation? _____

Are you presently a member in good standing? _____ Years of membership _____

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

*In your own handwriting, please briefly give your personal Christian testimony:

AVAILABILITY:

Please fill out the form below for your available hours:

	Monday	Tuesday	Wednesday	Thursday	Friday
Start 1					
End 1					
Start 2					
End 2					

NON-DISCRIMINATION POLICY: Three Rivers Christian School does not discriminate in its hiring practices on the basis of race, sex, national origin, age or handicapping condition. However, employees must be able to fulfill the Qualifications and Essential Functions of employment as outlined in the following paragraphs. In addition, according to Washington State law, employees must be over sixteen (16) years old to work with supervision in a daycare facility, or must be over eighteen (18) years of age to have sole charge over a daycare group.

QUALIFICATIONS: Employees at Three Rivers Christian School must have received Jesus Christ as his/her personal Savior and believe that the Bible is God's word and standard for faith and daily living. The employee shall be a Christian role model in attitude, speech and actions towards others. This includes being committed to God's Biblical standards for sexual conduct (Luke 6:40). He/she shall be a member in good standing at a local evangelical church which has a Statement of Faith in agreement with the Three Rivers Christian Statement of Faith. He/she shall be willing to show by example the importance of Scripture study and memorization, prayer, witnessing, and unity in the Body of Christ. He/she shall be in whole-hearted agreement with the center's Statement of Faith and Christian philosophy of education. He/she shall have the spiritual maturity, academic ability, and personal leadership qualities to "train up a child in the way he should go."

ESSENTIAL FUNCTIONS: Employees of Three Rivers Christian School must be able to observe, hear and respond to the needs of children and emergencies or conflicts that might occur in a classroom, on the playground and in common areas. Employees must have the ability to lift children up to 50 pounds from the floor to waist high ten to fifteen times a day; be able to crouch to a child's height and maintain eye contact at child's level; sit on the floor and stand tall enough to reach children on play equipment; able to determine and communicate cognitive, social, physical needs of children verbally and in written form in the English language. Persons must feel confident to care for up to fifteen (15) children alone (with one exception: employees between sixteen and eighteen years of age will not have sole charge of a group of children) and have the ability to handle stress, tension, the exasperation of contact with many staff members, parents and children every day.

PROFESSIONAL QUALIFICATIONS

Please attach photocopies of all your college transcripts. Should you be offered a position, official copies of your transcripts will be required to be submitted for inclusion in your personnel file.

Please list your degrees below:

Degree	Date Received	Issuing Institution
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Your Major(s) _____

Your Minor(s) _____

Do you possess an E.C.E. endorsement? _____

Have you taken any Early Childhood Education Courses? If yes, please briefly explain: _____

Cumulative grade point average: BA _____ Graduate work _____

PLEASE INDICATE IF YOU POSSESS THE FOLLOWING (YES OR NO):

- _____ Washington Food Service Worker Permit
- _____ Tuberculosis test result (Mantoux Method)
- _____ Standard First Aid Card
- _____ Cardiopulmonary Resuscitation (CPR) Card
- _____ Washington or Oregon Driver's License

Have you ever been convicted of a criminal offence? _____ If yes, please explain: _____

HEALTH: (PLEASE WRITE YES OR NO)

- _____ Have you had a serious injury, illness, or been hospitalized during the past year?
- _____ Are you currently under medication?
- _____ Have you ever been diagnosed as chemically dependent, psychopathic, or psychotic?
- _____ Do you currently engage in the excessive use of alcohol?

REFERENCES

Give **three references** who are qualified to speak of your professional training and experience. List your current or most recent principal or supervisor first.

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

Please return to Three Rivers Christian School offices:

Early Learning Center
2610 Ocean Beach Hwy
Longview, WA 98632

EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page or use the reverse side.

Employer: _____

Position: _____ Dates of Employment: _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

Employer: _____

Position: _____ Dates of Employment: _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

Employer: _____

Position: _____ Dates of Employment: _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

Employer: _____

Position: _____ Dates of Employment: _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

Have you ever worked under a different name for any employers listed? If so, what was the name(s):

STATEMENT OF FAITH

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

Three Rivers Christian School Statement of Faith

1. We believe the Bible is the only inspired Word of God; infallible, authoritative, inerrant in its original manuscripts and our final authority for faith and practice (2 Timothy 3:16, 17, 2 Peter 1:21)
2. We believe there is only one God, eternally existent in three persons—Father, Son and Holy Spirit (Genesis 1:1, Matthew 29:19, John 10:30)
3. We believe in the deity of Jesus Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, 7:26), His miracles (John 20:30, 31), His substitutionary death, burial and resurrection on the third day (John 11:25, 1 Corinthians 15: 3,4), His ascension to the right hand of the Father (Mark 16:19), His personal return in power and glory (Acts 1:11 and Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit of salvation because of the exceeding sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Jesus Christ and that only by God's grace and through faith alone are we saved (John 3:16-19, 5:24; Romans 3:23, 5:8-9, Ephesians 2:9-10, Titus 3:5, John 14:6, Acts 4:12, Romans 10:9-10).
5. We believe in the resurrection of both the saved and the lost, they that are saved unto the resurrection of life, and they that are lost unto the resurrection of condemnation (John 5:28-29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 3:16, 6: 19-20, Ephesians 4:30, 5:18, Romans 12:3-8, 1 Corinthians 2:7, 1 Peter 4:10-11).

Nondenominational Policy

In order to serve the greater Christian community, the school takes no official position regarding areas such as those listed below. Students are encouraged to seek direction from their parents and church regarding their specific beliefs.

1. Church government-authority, discipline
2. Time and mode of baptism
3. Security of the believer
4. Timing of future events
5. Second work of grace-baptism of the Holy Spirit
6. Sinless perfection
7. Charismatic gifts such as: tongues, interpretation of tongues, and discerning spirits
8. Women in church leadership
9. Worship style
10. Versions of the Bible

_____ I fully support the Statement as written without mental reservations.

Signature _____

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

Signature _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Three Rivers Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age or disability. I also understand that employees must be able to fulfill the Qualifications and Essential Functions as specified on the first page of this application.

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 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 that I will be paid and receive benefits only through the day of release.

I authorize Three Rivers Christian School to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

Since I will be working with children, I understand that I must submit a Criminal History and Background Inquiry form to be filed by the center with the Washington State Department of Social and Health Services.

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 _____

Applicant's Name (Printed) _____

AUTHORIZATION TO RELEASE INFORMATION

I have made application for a position as a _____ with Three Rivers Christian School. I have authorized the center to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the center 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 Three Rivers Christian 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 Three Rivers Christian School.

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

Signature of Applicant _____

Date _____

Applicant's Name (Printed) _____