



WESTMINSTER ACADEMY

Biblical Fidelity | Devotional Vitality | Intellectual Integrity

EMPLOYMENT APPLICATION

Your interest in Westminster Academy is appreciated, and we look forward to receiving your application. If it appears that you may be qualified for one of our openings, a personal interview will be arranged.

Date of Application: _____ Desired Position: _____

PERSONAL INFORMATION

Applicant Name: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Place of Birth: _____ Date of Birth: _____

Email: _____

Church Name: _____

Church Address: _____

Pastor: _____ Pastor Phone: _____

Please list any organizations in which you actively participate:

BACKGROUND

Are you a citizen of the United States? yes no

Are you legally eligible to work in the United States? yes no

In compliance with the Immigration and Reform and Control Act of 1986, you will be required to verify and document your employment eligibility if hired.

Have you ever been convicted of a crime? yes no

If yes, please explain:

Have you ever been dismissed for misconduct or unsatisfactory performance or been forced to resign from a job? _____

Do you have any recurring illnesses or other difficulties that may, at any time, affect your teaching ability? _____ If yes, please explain: _____

EDUCATION

Use additional paper if needed.

College/University:

Address:

Major:

Minor:

Inclusive Dates:

Degree:

College/University:

Address:

Major:

Minor:

Inclusive Dates:

Degree:

TEACHING EXPERIENCE

Use additional paper if needed.

School:

School:

Address:

Address:

Grades/Subjects:

Grades/Subjects:

Inclusive Dates:

Inclusive Dates:

Final Salary:

Final Salary:

Reason for Leaving:

Reason for Leaving:

CREDENTIALS

Do you have a state-issued teaching certificate? yes no

If so, what is it for and from which state? _____ Expiration Date: _____

Do you have any other teaching credentials? yes no

If so, please describe them and the issuing authority:

What grade(s) would you prefer to teach? _____

List other grades and/or specialized subjects you believe you are qualified to teach in order of preference:

Please describe any non-teaching experiences or training you have had that you believe would enhance your ability to succeed at Westminster Academy:

OTHER WORK EXPERIENCE

Attach resume or use additional paper if needed.

Job Title:

Employer:

Address:

Supervisor:

Supervisor Phone:

Inclusive Dates:

Final Salary:

Reason for Leaving:

Job Title:

Employer:

Address:

Supervisor:

Supervisor Phone:

Inclusive Dates:

Final Salary:

Reason for Leaving:

PROFESSIONAL DEVELOPMENT & INTERESTS

Please limit answers to no more than 500 words. Use additional paper if needed.

Please list your hobbies and interests:

Are you interested, gifted, or talented in any of the following areas?

art drama/theater music (vocals) instrument(s): _____
coaching/sport(s): _____ foreign language(s): _____

Approximately how many hours do you spend reading for pleasure each week? _____

Please list five books you have read in the past year for pleasure:

What trends do you see in your reading over the past five years?

Have you had any military or travel experiences? If so, please provide a brief description:

Have you had any other experience with or exposure to classical Christian education? (e.g. Were you classically educated? Have you attended a classical Christian conference or seminar?)

Do you feel called to teach? Explain:

Express your thoughts on classroom order and discipline:

Where do you hope/plan to be in five years?

What are your strengths and weaknesses?

CHRISTIAN BACKGROUND AND TRAINING

Please be prepared to address the following items during an interview:

1. A brief description of how you came to Christ (including date of salvation) and your spiritual journey since then.
2. The authority the scriptures have in the world and in your life.
3. A brief discussion of any formal training in the scriptures that you have received.
4. The unique function of a Christian school.
5. Your reasons for seeking a position in a Christian school.

REFERENCES

Please give the names of individuals who can attest to your character and teaching abilities. Include a pastor, principal (if prior teaching experience), a supervisor from a previous non-teaching job (if applicable), and a personal reference. Be sure that at least one of these references was a direct supervisor overseeing your work in whatever capacity.

PASTOR

Name:

Address:

Phone:

Email:

SUPERVISOR

Name:

Address:

PRINCIPAL

Name:

Address:

Phone:

Email:

PERSONAL

Name:

Address:

Phone: _____

Phone: _____

Email: _____

Email: _____

Relationship: _____

I warrant that the representations made herein are true.

Applicant's Signature _____

Date _____

Westminster Academy does not discriminate on the basis of race, color, national, or ethnic origin in the administration of its educational, admission, financial aid, or employment policies, or any other programs administered by the school.

OFFICE USE ONLY	
Application Received	Date ____/____/____
Transcripts Received	Date ____/____/____
References Checked	Date ____/____/____
Interview Scheduled	Date ____/____/____