



Non-Certificated Employee Application

Desired Position		☐ Full time ☐ Part time
Preferred Hours	Application Date	Date Available for Employment

APPLICANT'S NAME AND ADDRESS

Full Name ☐ Miss ☐ Mrs. ☐ Mr.

CURRENT ADDRESS

Address			
City		State	ZIP code
Daytime Phone	Evening Phone	FAX	E-mail
When is the best time to call?			

BACKGROUND

Are you over 18 years old? Yes ☐ No ☐
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Valley Christian School does not discriminate due to age; however, you must be over sixteen years old to work with supervision in a child care facility and over eighteen years old to have sole charge of a child care center group.

Have you ever been arrested or convicted of any criminal act? Yes ☐ No ☐
If yes, please explain.

EDUCATION

High School		Dates Attended	Completion Date	
College/University/Trade School	Major	Dates Attended	Completion Date	Certificate/Degree
College/University/Trade School	Major	Dates Attended	Completion Date	Certificate/Degree
College/University/Trade School	Major	Dates Attended	Completion Date	Certificate/Degree

List any courses you have taken that were related to Early Childhood Education/Primary Education/Human Relationships.

EXPERIENCE

List your work or military experiences with most recent first.

Type of work/experience	Location	Dates
Type of work/experience	Location	Dates
Type of work/experience	Location	Dates
Type of work/experience	Location	Dates

What do you feel most qualifies you for this position?

I understand that Valley Christian School does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, gender, or handicap. I further understand that an offer of employment is conditioned on the proof of legal authority to work in the United States.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of 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.

Signature

Date

PERSONAL REFERENCES

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

PERSONAL REFERENCES

Give three references qualified to speak of your spiritual experience and Christian service. List your current pastor first.

Name	Complete Address	Phone number	Relationship to you

PROFESSIONAL REFERENCES

Give three references qualified to speak of your professional training and experience. Include volunteer as well as paid positions. List your current or most recent supervisor first.

Employer	Address	Position	Dates From / To	Phone Number

Emergency Contacts

1312 Second Street Southeast, Auburn, Washington 98002
Phone: (253) 833-3541 FAX: (253) 833-4239

Please provide two emergency contacts, one that is local and one that is not local.

Name	Complete Address	Phone number	Relationship to you

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position with Valley Christian School. I authorize Valley Christian School to inquire about my work and 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 Valley 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 ever personally view any references given to Valley Christian School.

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

Applicant's name (Print)

Applicant's signature

Applicant's Social Security Number

Date

STATEMENT OF FAITH

We believe:

The Bible to be the inspired, the only infallible, authoritative Word of God.

In one God, externally existing in three persons, Father, Son, and Holy Spirit.

That Jesus Christ was begotten by the Holy Spirit and was born of the Virgin Mary, and is true God and true man.

All have sinned and are in need of salvation.

Salvation has been provided through the shed blood of Jesus Christ for all people.

By confessing their sins to God, every believer will be forgiven and cleansed from all unrighteousness.

In the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.

Every believer is to grow up in the Lord through study of the Word, prayer, and fellowship with other believers.

There shall be a bodily resurrection of the just to eternal life and the unjust to eternal punishment.