

# PRE-EMPLOYMENT STAFF APPLICATION

**EMPORIA CHRISTIAN SCHOOL**  
**1325 C OF E Drive, Emporia, Kansas 66801**  
**620-342-5353**

Please read carefully the enclosed information.

## Vision Statement

Employment at Emporia Christian School is open to qualified individuals who are Christians of good character, without regard or reference to race, gender, national or ethnic origin, color, age, or disability. Emporia Christian School is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Emporia Christian School's mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

## Statement of Faith

- We believe the Bible to be the inspired, infallible, authoritative and inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).
- We believe there is one God, eternally existent in three persons: Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:18-20, John 10:30).
- We believe in the deity of our Lord 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 2:11),  
His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9),  
His resurrection (John 11:25, 1 Corinthians 15:4),  
His ascension to the right hand of God (Mark 16:19),  
His personal return in power and glory (Acts 1:11, Revelation 19:11).
- We believe that for salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential. Men are justified on the single ground of faith in the shed blood of Christ (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Eph 2:8-10; Titus 3:5).
- 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).
- We believe in the spiritual unity of all believers in our Lord Jesus (Romans 8:9; I Corinthians 12:12-13; Galatians 3:26-28; Ephesians 2:19-22, 4:1-6).
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; I Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18).

*The school is a nonprofit entity designed and administered under the direction of a governing board representative of cooperating evangelical Christian churches from the Emporia, Kansas area.*



Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email Address \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

What type of work or position are you applying for? (Use back if needed.)

\_\_\_\_\_

\_\_\_\_\_

Have you read the job description for this position? \_\_\_\_\_

\_\_\_\_\_

**Education**

School	Name & Address	Course of Study	Number of Years Completed	Did You Graduate?	Degree or Diploma
Graduate					
College					
Business/ Trade/ Technical					
High School					

Do you have personal assurance that you are a born-again Christian? \_\_\_\_\_

What church do you presently attend? \_\_\_\_\_ Are you a member? \_\_\_\_\_

Are you actively engaged in Christian work? \_\_\_\_\_ If yes, what position? \_\_\_\_\_

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Give a statement of your Christian faith. (Please write this below or on a separate sheet.)

Give your view of living a committed Christian life. (Please write this below or on a separate sheet.)



Are you interested in or do you have training or experience in any of the following areas?

\_\_\_\_\_sports (specify)      \_\_\_\_\_newspaper      \_\_\_\_\_student government      \_\_\_\_\_yearbook  
\_\_\_\_\_photography      \_\_\_\_\_art      \_\_\_\_\_drama      \_\_\_\_\_other  
\_\_\_\_\_music      \_\_\_\_\_office work      \_\_\_\_\_gospel team

List other \_\_\_\_\_

When could you begin working? \_\_\_\_\_ Will you work overtime, if asked? \_\_\_\_\_

Are you a U.S. citizen?      [ ] yes      [ ] no  
Are you over 18 years of age?      [ ] yes      [ ] no  
Have you ever been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses which has not been annulled, expunged, or sealed by a court?      [ ] yes      [ ] no  
If "Yes", describe in full \_\_\_\_\_

Have you any physical condition, which might limit your ability to perform the job for which you are applying?  
[ ] yes      [ ] no  
If "Yes", describe the limitation and how you can perform the job in spite of it. \_\_\_\_\_

### SOCIAL NETWORKING AND INTERNET SITES

Do you have (or have you had within the last 12 months) a listing on any social networking, blog or other similar internet sites? \_\_\_\_\_

If yes, please provide your specific online address for each social networking or similar internet site(s) on which you had a listing. Please be prepared to give ECS access to your site if requested.

Web Page URL \_\_\_\_\_  
Facebook \_\_\_\_\_  
Snapchat \_\_\_\_\_  
Instagram \_\_\_\_\_  
Other Site \_\_\_\_\_

Do you currently operate or contribute to a "blog" or similar commentary internet site or have you operated or contributed to such a site in the past six months? \_\_\_\_\_

If yes, please indicate below the internet sites(s) in which you participate or have participated in the last six months.

Blog Link \_\_\_\_\_  
Other Site \_\_\_\_\_

I understand that if I submit an employment application to Emporia Christian School, the organization may review internet sites identified by me as sites in which I have participated, as well as other sites, as part of the School's decisional process.

I further understand that if I am hired, Emporia Christian School may periodically review social networking sites, blogs, and /or other internet sites and any activities by me on such sites that do not reflect the mission and image of the school, which will be considered with respect to my ongoing employment.

By accepting and continuing employment with the School, I consent to any and all searches made by the School or anyone acting on its behalf, whether through use of the Internet or any examination or inspection and of any websites.

## TESTING

A drug test may be required and must be successfully completed before an employment offer is final. Your signature on this application indicates consent for this testing. Certain job classifications may require a medical examination after a conditional job offer has been made and before a potential employee begins work.

## REFERENCES

1. Spiritual - A spiritual leader who knows you well:  
Name \_\_\_\_\_  
Contact Information \_\_\_\_\_
2. Pastoral - Pastor of the church you are now attending:  
Name \_\_\_\_\_  
Contact Information \_\_\_\_\_
3. Professional - Someone who has supervised your work:  
Name \_\_\_\_\_  
Contact Information \_\_\_\_\_
4. Friend - A person who has known you for a number of years (not a relative):  
Name \_\_\_\_\_  
Contact Information \_\_\_\_\_

The information provided in this Pre-employment Staff Application is true, correct, and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to employ me in the future.

I understand that Emporia Christian School will perform a criminal background investigation, and that employment at Emporia Christian School is contingent upon that investigation yielding a satisfactory report.

I understand the school may require a drug test that must be successfully completed.

If you decide to engage an investigative consumer-reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name of the agency so that I may obtain from them the nature and substance of the information contained in the report.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date