

The Church Academy

13423 Hwy 431
St. Amant, LA 70774
Office 225-644-0553
Fax 644-9965

Office Staff Application

Your interest in The Church Academy is appreciated. Please complete this application and return it to our office. If there is an opening for which you qualify, we may notify you for an interview. If you are not notified, your application will be kept on file for possible future consideration.

Applicant's Name and Address

Full Name: _____
Date of Birth: ____/____/____ Application Date: ____/____/____
Date Available: ____/____/____
Home Address: _____
City, State, Zip: _____
Home Phone: (____) _____ Cell Phone: (____) _____
Email: _____

Christian Background

Have you accepted Jesus Christ as your Lord and Savior? ____ Yes ____ No

If yes, when did this occur? _____

What local church do you attend? _____

How often do you attend? _____

Do you serve in an area of your church? ____ Yes ____ No

If yes, what area? _____

Do you tithe 10% of what God gives you? ____ Yes ____ No

Describe your routine of personal Bible study and prayer.

Do you believe the Bible as the only inspired and infallible Word of God, and our final authority in all matters of faith, truth, and conduct? ____ Yes ____ No

Have you read, understand, and agree with The Church Academy's philosophy, statement of faith, and handbook? ____ Yes ____ No

Education

High School or Equivalent School: _____
Date of Graduation _____ Grade Point Average _____

Business School: _____
Date of Graduation _____ Grade Point Average _____

Bachelor's Degree: College or University _____
Date of Graduation _____ Grade Point Average _____

Work Experience

List your work experience beginning with present or last position held and work back ten years covering all jobs at least six month duration. Show the name and address of each employer, the beginning and ending dates of each employment, and the type of work performed. (If additional space is needed, use an attachment.)

Name and Address of Employer	From-To	Type of Work Performance
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you ever been discharged from any previous employment? _____

References (list at least three persons not related to you who know your ability as a teacher)

Name _____ Position _____
Address _____ Phone _____

Name _____ Position _____
Address _____ Phone _____

Name _____ Position _____
Address _____ Phone _____

Requirements

This application will not be considered complete unless the following are included:

- 1. Resume requested**, but not required.

In submitting this application for employment, it is understood that references and former employers may be contacted concerning job performance, and that information obtained will be confidential. In accordance with The Church Academy policy and state law, all applicants who are recommended for employment shall submit fingerprints for a criminal background check and undergo a drug screening.

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

Signature of Applicant Date