

APPLICATION FOR EMPLOYMENT

Alabama Christian Academy
4700 Wares Ferry Road
Montgomery, Alabama 36109
(334) 277-1985

Attach
Recent
Photo

Name: _____
(Last) / (First) / (Middle)

Social Security No: _____ Address: _____
(Street Address)

(City) (State) (Zip Code)
Telephone: (____) _____ When could you start work? _____

Position Applied for: _____

If you have any physical limitations that would require any modifications for you to perform your duties, please specify: _____

Church Preference: _____ Member? _____

Home Congregation: _____

Who or what interested you in ACA? _____

Have you ever been convicted of a felony? _____ If yes, please, explain on a separate sheet and attach to this application.

List any friends or relatives working at ACA:

Name	Relationship
_____	_____
_____	_____
_____	_____

Do you have a current Alabama teacher's certificate? Yes/No If yes,

Teacher Number: _____ Expiration Date: _____ Rank: _____

Areas of Endorsement: _____

List the names of three professional references from whom letters of recommendation may be obtained:

Mr.
Mrs.
Dr.

1) _____ (____) _____
Name Position Phone

_____ Street Address City State Zip Code

Mr.
Mrs.
Dr.

2) _____ (____) _____
Name Position Phone

_____ Street Address City State Zip Code

Mr.
Mrs.
Dr.

3) _____ (____) _____
Name Position Phone

_____ Street Address City State Zip Code

Schools	Name & Location	Number of Years Attended	Month & Year of Graduation	Degree	Major Subject	Minor Subject	GPA
Grade School		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jr. High School		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High School				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
College(s)							
Trade, Technical, Business or Service Schools							
Graduate School(s)							

In your handwriting, briefly explain what qualifications, experience, or skills especially fit you to work with ACA: _____

List your last four employers beginning with your present employee:

1. From (Mo./Yr.):		To (Mo./Yr.):	
Job Title		Supervisor's Name & Title	Salary Starting: _____ Current: _____
Company Name & Address		Reason for Leaving	
Phone ()			
Description of Duties: _____			

2. From (Mo./Yr.):		To (Mo./Yr.):	
Job Title		Supervisor's Name & Title	Salary Starting: _____ Current: _____
Company Name & Address		Reason for Leaving	
Phone ()			
Description of Duties: _____			

3. From (Mo./Yr.):		To (Mo./Yr.):	
Job Title		Supervisor's Name & Title	Salary Starting: _____ Current: _____
Company Name & Address		Reason for Leaving	
Phone ()			
Description of Duties: _____			

4. From (Mo./Yr.):		To (Mo./Yr.):	
Job Title		Supervisor's Name & Title	Salary Starting: _____ Current: _____
Company Name & Address		Reason for Leaving	
Phone ()			
Description of Duties: _____			

May we contact the employers listed above? _____ If not, indicate by number which one(s) you do NOT wish us to contact: _____

Equal Employment Opportunity Statement:

Alabama Christian Academy does not discriminate against any employee on the basis of sex, race, national origin, age, height, weight, marital status, or handicap/disability unrelated to the employee's ability to perform his/her job. Alabama Christian Academy contracts professional employees on a year to year basis only.

Verification Statement by Applicant:

I verify that the information given by me in this application is true, accurate and complete. I understand that if I have given any false information on this application or if I have omitted any material fact, I may be disqualified from employment with Alabama Christian Academy, or if hired, I may be discharged upon discovery of such false statement(s) or omission(s).

Applicant's Signature

Date

Applicant Release Statement:

I understand that my employment with Alabama Christian Academy is subject to a reference/background check. I hereby authorize Alabama Christian Academy to investigate the truthfulness of all statements made on this application and/or contact my former employer(s) and other listed reference(s) or any other person(s) who can verify any information submitted to Alabama Christian Academy in support of my application for employment. I hereby waive any right that I may have against any person contacted by Alabama Christian Academy, including former employers who provide information concerning this application and I release each said person from liability for providing information.

Applicant's Signature

Date

Send this completed application to: Principal
Alabama Christian Academy
4700 Wares Ferry Road
Montgomery, Alabama 36109