



EMPLOYMENT APPLICATION

7415 NW CR 225 STARKE, FLORIDA 32091

PHONE (904) 964-7124 FAX (904) 964-2350
Email: ncaprincipal@northsidebaptistonline.com

Personal Data

Name: _____ Date of Birth: _____

Address: _____

Email Address: _____

Social Security Number: _____ : _____ : _____ Telephone: (_____) _____

Driver's License Number: _____ Issuing State: _____

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

How long have you had this assurance: _____

Name and address of current church membership: _____

Church Phone: _____ Pastor's Name: _____

Denominational Preference: _____

Position Data

Please indicate the position for which you are applying. You may also wish to use the additional space below to make any comments that might aid in assessing your qualifications for the position to be filled.

Table with 3 columns: Teaching, Non-Teaching, Volunteer. Includes sub-headers like Preschool, Kindergarten, Elementary, High School, Office, Area of Specialty, Custodian, Other, and fields for Age/Grade Desired, Volunteer as, and Days/Hours available.

Comments: _____

Educational Data

List the educational institutions above high school that you have attended. Give dates and degrees and then send a copy of your transcripts to NCA School Office.

Institution Name	Circle Last Year Completed	Major/Subject	Circle Degree/Certificate	Degree or # of Credits/Hours Earned	Cumulative GPA/Grade
	1 2 3 4		Yes No		
	1 2 3 4		Yes No		
	1 2 3 4		Yes No		
	1 2 3 4		Yes No		
	1 2 3 4		Yes No		

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Employment Data

Please list where you have been employed. Include type of work and give dates employed. If you were a teacher, please include grade level and subjects taught.

Employer's Name: _____ Position Held: _____
 Employer Phone: _____ Address: _____
 Employment Dates: _____ to _____ Eligible for Rehire: Yes No
 Reason for Leaving: Voluntary Layoff Discharge

Employer's Name: _____ Position Held: _____
 Employer Phone: _____ Address: _____
 Employment Dates: _____ to _____ Eligible for Rehire: Yes No
 Reason for Leaving: Voluntary Layoff Discharge

Employer's Name: _____ Position Held: _____
 Employer Phone: _____ Address: _____
 Employment Dates: _____ to _____ Eligible for Rehire: Yes No
 Reason for Leaving: Voluntary Layoff Discharge

Employer's Name: _____ Position Held: _____
 Employer Phone: _____ Address: _____
 Employment Dates: _____ to _____ Eligible for Rehire: Yes No
 Reason for Leaving: Voluntary Layoff Discharge

Employer's Name: _____ Position Held: _____
 Employer Phone: _____ Address: _____
 Employment Dates: _____ to _____ Eligible for Rehire: Yes No
 Reason for Leaving: Voluntary Layoff Discharge

Miscellaneous Data

- Have you ever been dismissed from a position? Yes No If yes please explain below.
- Have you ever been convicted of a felony? Yes No If yes please explain below.
- Have you ever been convicted of child abuse? Yes No If yes please explain below.
- Have you ever had a criminal record? Yes No If yes please explain below.
- Do you have a valid driver's license? Yes No If no give reason below.

Musical Abilities _____

As far as you know now, are you interested in working for one year, two years, or as a career?
Comments _____

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References

Give three references that are qualified to speak of your home background, Christian life, training and experience. (Do not include family members.)

Name _____ Position _____

Phone _____ Address _____

Name _____ Position _____

Phone _____ Address _____

Name _____ Position _____

Phone _____ Address _____

OFFICE USE ONLY

- | | | |
|--|----------------------|----------|
| <input type="checkbox"/> References checked | Date Completed _____ | By _____ |
| <input type="checkbox"/> FBI/FDLE check | Date Completed _____ | By _____ |
| <input type="checkbox"/> DCF check | Date Completed _____ | By _____ |
| <input type="checkbox"/> Local Background check complete | Date Completed _____ | By _____ |
| <input type="checkbox"/> Interview | Date Completed _____ | By _____ |
| <input type="checkbox"/> School Committee Approval | Date Completed _____ | By _____ |

PURPOSE

Northside Christian Academy and related ministries were founded with the purpose of reaching children for the Lord and training and educating them in the Christian way of life. The ministry is unlike any other institution. It has its own personality, character and philosophy of education. God has called this institution to existence for His own glory; therefore, the administration, faculty and staff are dedicated to training children for His service.

ARTICLES OF FAITH

God – He is creator of the universe. He is infinitely perfect and has eternally existed in three persons – Father, Jesus, Holy Spirit. They are equal. They are one God.

Jesus Christ – He is the Son of God. He is the Savior of man, equal with the Holy Spirit and the Father. He came to the earth by being conceived of the Holy Spirit and born of a virgin. He lived a sinless life on earth and thereby was able to voluntarily offer Himself as the perfect sacrifice for all of mankind. His death on the cross as our substitute accomplishes salvation for all who receive grace by trusting in Him through faith alone. He arose bodily from the dead and ascended into heaven, where at God's right hand, He intercedes for His people and rules as Lord over all. We await His personal physical return to earth in power and glory.

Holy Spirit – He is equal with the Father and Jesus. His ministry is to glorify the Lord Jesus Christ. He is present in this world to convict man, making him aware of his need for Jesus. He lives in every Christian from the moment of salvation and guides, instructs and empowers the believer for godly living and service.

The Bible – It is God's Word to all people. We believe that the Scriptures, both the Old and New Testaments, are the inspired Word of God. They were written without error in the original writings by human authors under the supernatural guidance of the Holy Spirit. Because it is inspired by God, the Bible is truth without error. The Bible is the complete revelation of God's will for the salvation of humanity, and the only infallible rule and authority for faith, practice and life.

Man – God created man and woman in His own image as the crown of creation that they might have fellowship with Him. But, tempted by Satan, they defied God by sinfully going their own way. Therefore, they became subject to divine wrath and, apart from the grace of God, are incapable of returning to God. Humanity has collectively inherited this sin nature and individually, we are alienated and separated from God by our own disobedience. Man was created to exist forever, and will be resurrected to be either eternally separated from God by sin (hell) or eternally in union with God (heaven).

Salvation – Salvation is a free gift from God, received only by trusting in Jesus Christ as God's offer of forgiveness. We believe that the shed blood of Jesus Christ and His resurrection provide the only ground for justification and salvation for all who believe. By Christ's death as our substitute, He revealed divine love and upheld divine justice, removing our guilt and reconciling us to God. Salvation comes only through God's saving grace--not human effort--and must be received personally by repentance and faith. Eternal life begins at the moment one receives Jesus Christ by faith. Because God gives man eternal life through Jesus Christ, the believer is secure in salvation for eternity. Salvation is maintained by the grace and power of God, not by any self-effort of the Christian. As such, man cannot lose his salvation after he has truly been saved.

Baptism – Believer's baptism is by immersion as a symbol of Christ's death, burial, and resurrection. Baptism does not save, but shows that you have been saved. It is an act of obedience and public professing of one's faith in Christ.

STANDARDS OF CONDUCT

Members of the faculty and staff of Northside Christian Academy and related ministries are required to abstain from smoking, using intoxicating beverage in any form, attending meetings of secret societies and/or participating in any activity that would bring shame or disgrace upon the church, school, or the Lord Jesus Christ. We believe that these practices do not contribute to spiritual growth and development and would destroy a Christian's personal testimony and damage the testimony of the ministry with its students, for whom the faculty/staff are role models, and the surrounding community.

I subscribe without reservation to the Articles of Faith, the Standards of Conduct, as well as the policies laid out in the NCA Employee Handbook. As such, my interaction with both parents and students will be a reflection of this without addition or subtraction – including specific teaching situations, casual conversations, as well as the conduct of my life. I also understand that in regard to this employment application, any misrepresentation, omission or misleading statement may result in termination of employment. I authorize Northside Christian Academy to conduct a criminal history check to include finger print processing as well as contact the references I have listed above and my current or previous pastor.

Amended 2/8/16

Employee Sign

NORTHSIDE CHRISTIAN ACADEMY
a ministry of Northside Baptist Church

TO: Northside Christian Academy

FROM: Applicant's Pastor

DATE: _____

RE: Church Attendance & Ministry Involvement

At present _____ is a member of _____
(Applicant Name) (Church Name)

_____.

I am involved in the following ministries of our church:

1. _____
2. _____
3. _____
4. _____

My attendance for the past two months has been as follows:

- _____ Actively involved in Worship & Ministry (75% or more)
_____ Regularly attending Worship & Bible Study (More than 50%)
_____ Occasionally attending Worship & Bible Study (Less than 50%)
_____ Seldom

I understand a requirement for employment at NCA is regular church attendance at an Evangelical Christian Church and involvement in the ministries. Attendance is necessary to maintain employment.

Applicant Signature _____ Date _____

Pastor by signing you are in agreement with the above statements.

Pastor Signature _____ Date _____

APPLICANT DEMOGRAPHICS FOR LIVE SCAN BACKGROUND

Print legible – ALL fields required

Full Name _____
Last First MI

Aliases (maiden name): _____

Gender _____

Place of Birth (State): _____

Height _____ **Weight** _____ **Country:** _____

Hair Color (circle one): **Bald** **Brown** **Black** **Gray** **Red** **Blonde**

SSN _____ **DOB** _____

DRIVER'S LICENSE NUMBER: _____

Race (circle one): **Black** **White** **Oriental/Asian** **Other** _____

Eye Color (circle one): **Black** **Brown** **Blue** **Gray** **Green** **Hazel**

This information will be used in scheduling your live scan fingerprinting. Locations that you can be scanned at are: Gainesville, Palatka, Jacksonville, Lake City and Orange Park

Which location would you prefer to use _____

Morning or Afternoon _____