



THE CONNECTION SCHOOL *of Houston*

EMPLOYMENT APPLICATION

We appreciate your interest in The Connection School of Houston. Before you are considered for employment, please submit the following:

- This Employment Application Completed
- Copy of All College Transcripts
- Copy of Any Certifications Held

Once these have been received and a position is available for which you may be qualified, we will arrange a personal interview. If we have continued interest in your candidacy, we will contact your references and may ask you for a second interview.

GENERAL INFORMATION

Date of Application: _____ Date Available: _____

Full Name: _____ Date of Birth: _____

SS Number: _____ DL State & Number: _____

Home Phone: _____ Mobile Phone: _____

Email Address: _____

Current Address: _____

Please list any additional addresses where you have resided at any time during the past five years:

Dates: _____

Address: _____

Dates: _____

Address: _____

Dates: _____

Address: _____

Dates: _____

Address: _____

Dates: _____

Address: _____

Why do you want to work at The Connection School of Houston?

What do you know about Christian Classical Education?

AREAS OF INTEREST

Substitute Part-Time Full-Time | Faculty Staff

Faculty:

Grade Preference: Elementary (K-5) Junior High (6-8) High School (9-12)

Subject Preference: _____

Staff:

Athletics Coach Office/Administrative Other (Specify): _____

Sports/Activities Preference(s): _____

PROFESSIONAL QUALIFICATIONS

Degrees Earned	Major/Minor	Issuing Institution	Date Received

Certifications Earned	Issuing Agency	Date Received

Please describe any special skills or abilities that would be beneficial to your position:

Please describe any professional awards, honors, or recognitions you have received:

Please describe any extracurricular activities you are involved in and note any leadership positions held:

SPIRITUAL LIFE

Briefly explain your testimony of faith in Jesus Christ as Lord and Savior:

Describe how your faith impacts your day-to-day lifestyle:

Describe your involvement and commitment to a local church body:

Do you agree completely with our ...

Statement of Faith: Y / N

Mission Statement: Y / N

EMPLOYMENT HISTORY

Please list your three most recent employers beginning with the most recent:

1. Company Name: _____ Position Held: _____

Supervisor's Name: _____ Supervisor's Title: _____

Company's Address: _____

Supervisor's Phone: _____ Supervisor's Email: _____

Dates Employed with this Company: _____

Reason for Leaving: _____

2. Company Name: _____ Position Held: _____

Supervisor's Name: _____ Supervisor's Title: _____

Company's Address: _____

Supervisor's Phone: _____ Supervisor's Email: _____

Dates Employed with this Company: _____

Reason for Leaving: _____

3. Company Name: _____ Position Held: _____

Supervisor's Name: _____ Supervisor's Title: _____

Company's Address: _____

Supervisor's Phone: _____ Supervisor's Email: _____

Dates Employed with this Company: _____

Reason for Leaving: _____

Are you a United States citizen or legally authorized to work in the United States? Y / N

Have you ever been terminated or forced to resign by an employer? If so, please explain.

Have you ever been convicted of a misdemeanor or crime? If so, please explain.

REFERENCES

Please list three personal references, the first one being a reference to your spiritual character and the second and third ones being references to your professional character.

1. Name: _____ Relationship to Applicant: _____ Years Known: _____

Position/Title: _____ Company/Organization: _____

Phone: _____ Email: _____

Address: _____

2. Name: _____ Relationship to Applicant: _____ Years Known: _____

Position/Title: _____ Company/Organization: _____

Phone: _____ Email: _____

Address: _____

3. Name: _____ Relationship to Applicant: _____ Years Known: _____

Position/Title: _____ Company/Organization: _____

Phone: _____ Email: _____

Address: _____

AGREEMENT

I understand that The Connection School of Houston does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age or disability. 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 a significant omission of fact will prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid and receive benefits only through the day of release. I authorize The Connection School to thoroughly investigate and obtain any information from references, work records, evaluations, education, criminal background checks, military services, residential management agents, credit reporting services, procurement of consumer credit reports and other matters related to my suitability for employment. In addition, I hereby authorize all corporations, companies, schools, credit reporting agencies, persons, military services, current and former employers to release orally or in writing any and all information they may have about me to The Connection School. Furthermore, I hereby release The Connection School, my former employers, references, and all other parties releasing information about me to The Connection School from any and all damages, claims, demands, or liabilities arising out of or in any way related to such investigation and disclosure and I agree not to sue them for defamation or any other cause of action based upon any statements they make to The Connection School. I waive all the rights I may have to ever receive a copy of or personally view any written statements or references given to The Connection School. Since I will be working with children, I understand that I may be asked to submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of fingerprints as are necessary for such an investigation. I authorize The Connection School to conduct a criminal records check. I further agree to fully cooperate with The Connection School's background investigation of me, and to sign any waivers or releases that may be necessary or desirable to obtain access to relevant information. In the event that any employer, former employer or federal, state, or local governmental agency, credit reporting agency, criminal justice agency, military service, residential management agent, or any individual will not release reference information or criminal history information directly to The Connection School, I agree to personally request such information to the extent permitted by law. I understand that this is only an application for employment and that no employment contract is being offered at this time. I certify that I have carefully read and do understand all the above statements.

Applicant Name: _____ Applicant Signature: _____ Date: _____