



# Non-Certified Position Employment Application

## Central Arkansas Christian School

1 Windsong Drive  
North Little Rock, AR 72113  
(501)758-3160

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### Applicant Information

Date:		Current or most recent employer:	
Last Name:		First:	Middle:
Social Security Number:		Date of Birth:	
Current Address:			
Permanent Address:			
Email Address:		Daytime Phone:	Cell:

### Employment Desired

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Position for which you are applying:

Full Time:       Part Time:

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### Personal Information

Church Preference:		Congregation:	
Are you a faithful member? <input type="checkbox"/> Yes <input type="checkbox"/> No			
In what church activities are you involved?			
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced		Name of Spouse:	
Children:	Age(s)	Church member?	



## Personal Information

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Have you ever been arrested, indicted or convicted for law violations? If so, please explain:

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Have you ever been dismissed from a job?  Yes  No If yes, please explain:

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With what types of volunteer work or service opportunities are you involved?

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What hobbies or personal interests do you pursue?

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## Professional Reflections

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1. The mission of CAC is “to partner with parents to provide a distinctively Christian education that inspires excellence, independence and a transforming faith in God.” What do you understand this mission to mean and how can you help us fulfill it?

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2. Briefly, why do you wish to work at CAC?

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## Professional Reflections

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3. What does a highly effective employee look like?

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4. If an observer walks into your office/workspace, what will he or she see?

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5. List media resources (books, blogs/vlogs, articles, social media, etc.) that have helped you grow professionally.

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## Faith Reflections

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1. How will you conduct your work from a biblical worldview?

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## Faith Reflections

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2. Write a brief overview of your spiritual journey (how you came to faith, how your faith has developed, etc.).

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3. List media resources (books, blogs/vlogs, articles, publications, social media accounts) that have helped you grow spiritually.

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## Educational Preparation

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College/ University	Dates Attended	Major	Minor	Degree/ Diploma

This application is not complete without a copy of all college transcripts.



## Educational Preparation

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If you do not have previous experience in the position for which you are applying, what qualifies you for it?

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## Professional Experience

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School or company name and location	Dates employed	Grade level/subjects or position/duties	Salary History	Reason for leaving



# References

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*Please provide at least one recommendation from a minister or other church leader.*

Name	Address (city/state/zip)	Phone	Occupation	Relationship

Are you related to any member of the board of directors, administration, faculty, staff or any other person connected with Central Arkansas Christian Schools (either by blood or marriage)? If yes, please describe the nature of the relationship.

Central Arkansas Christian Schools' mission is to partner with parents to provide a distinctively Christian education that inspires excellence, independence, and a transforming faith in God. As a result, the Board of Directors has established a Statement of Faith that presents the beliefs, principles, and world view that the administration, faculty, and staff must hold in common to accomplish our mission. Our Community Covenant implements the Statement of Faith with standards of personal conduct to which each employee must commit. In order to be considered for employment, applicants must affirm that their own faith and beliefs and standards and principles of conduct are consistent with the attached Statement of Faith and Community Covenant.

On the basis of the above information, I hereby apply for a position with Central Arkansas Christian Schools, Inc. I certify that all information provided herein is correct and up-to-date.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# AUTHORIZATION TO RELEASE INFORMATION

I have applied for a position as a \_\_\_\_\_  
\_ with Central Arkansas Christian Schools, Inc. I authorize CAC to thoroughly investigate references, work records, education and other matters related to my suitability for employment.

I authorize references and my former employers to disclose to CAC any and all employment records, performance reviews, letters, reports and other information related to my life and employment without giving me prior notice of such disclosure.

In addition, I hereby release Central Arkansas Christian Schools, Inc., my former employers, references and all other parties from any and all claims, demands, or liabilities arising out of, or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to Central Arkansas Christian Schools, Inc.

I have carefully read and do understand the above statements.

Applicant Name (print): \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Applicant Social Security Number: \_\_\_\_\_

Date: \_\_\_\_\_

