



Clear Creek Christian School  
 530 W Church Lane  
 Bloomington, IN 47403  
 (812) 824-2567 FAX (812) 824-6032  
[www.cccschool.com](http://www.cccschool.com)

Date received: \_\_\_\_\_  
 Email or phone  
 contact date: \_\_\_\_\_  
 Interview date: \_\_\_\_\_

## Support Staff Application

(use this application to apply for instructional support, front office, or other non-teaching positions. Please include your resume with your submission)

### **A. APPLICANT'S NAME AND ADDRESS**

Full name: \_\_\_\_\_

Application date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_      Date available: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Present address: \_\_\_\_\_  
 \_\_\_\_\_

Phone: Cell (\_\_\_\_\_) \_\_\_\_\_ Home (\_\_\_\_\_) \_\_\_\_\_

Best time to call you? \_\_\_\_\_ Length of time at this address? \_\_\_\_\_

Permanent address and phone number if different than present address  
 \_\_\_\_\_  
 \_\_\_\_\_

Email: \_\_\_\_\_

Can you submit verification of your legal right to work in the US? Yes \_\_\_ No \_\_\_

### **B. CHRISTIAN BACKGROUND**

Please carefully read our Statement of Faith and indicate your degree of support.

1. We believe the Bible to be the inspired, infallible and authoritative Word of God.
2. We believe that there is one God eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.
4. We believe that for the assurance of salvation of sinful man, one must confess faith in Jesus Christ, followed by the repentance of sin and baptism by immersion.
5. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
6. We believe in the spiritual unity of believers in our Lord Jesus Christ.

\_\_\_ I fully support the Statement as written without mental reservations. (OR)

\_\_\_ I support the Statement except for the area(s) listed and explained on a separate

paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct? Yes \_\_\_ No \_\_\_

Are you a baptized believer of Jesus Christ? \_\_\_\_\_ Date \_\_\_\_\_

What is your denominational preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

**C. EDUCATIONAL HISTORY**

1. High School Name: \_\_\_\_\_ Location: \_\_\_\_\_

Graduation Year \_\_\_\_\_

College/University (if applicable) \_\_\_\_\_

Dates Attended \_\_\_\_\_ Major Course of Study \_\_\_\_\_

Provide applicable relevant experience in working in similar positions

Organization Name	Duties	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Do you have any other pertinent training/certificates/licenses, i.e. First aid, CPR? \_\_\_\_\_

**D. EMPLOYMENT HISTORY**

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may follow the same format on the reverse.

1. Employer \_\_\_\_\_  
Address \_\_\_\_\_

Supervisor's Name and Phone Number \_\_\_\_\_

2. Employer \_\_\_\_\_  
Address \_\_\_\_\_

Supervisor's Name and Phone Number \_\_\_\_\_

3. Employer \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number \_\_\_\_\_

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names?

\_\_\_\_\_

### **E. PERSONAL REFERENCES**

Give two references who are qualified to speak of your spiritual, academic, and personal experience and Christian service. Please include name, complete address, phone, and position. Do not list family members or relatives for references.

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

### **F. APPLICANT'S CERTIFICATION AND AGREEMENT**

I understand that Clear Creek Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may 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 and agree that I will be paid and receive benefits only through the day of release.

I authorize Clear Creek Christian School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose to the school 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 the school, 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 the school.

Since I will be working with children, I understand that I must 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 my fingerprints as are necessary for such an investigation. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

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 the above statements.

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Signature of Applicant

Date