



TEXOMA CHRISTIAN SCHOOL

Employment Application for Substitute Teaching Position

This application will be given every consideration, provided that each item is answered in a complete and accurate manner. The receipt of this application does not imply that the applicant will be employed.

PERSONAL:

Name :			Home Phone ()		
Last	First	Middle	AC		
Present Address					
Number		Street		City	State Zip
Previous Address					
Number		Street		City	State Zip
Social Security Number			Are you over 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Driver's License Number:		State:		Type:	
Email Address:			Cell Phone: ()		

Marital Status: Single Married Widowed Divorced Separated

Please write about your relationship with God. Include your conversion, spiritual growth, and your present spiritual walk:

Of what church are you a member?

Pastor/Minister's Name:

Do you use tobacco products, illegal drugs, and /or drink alcoholic beverages? Yes No

EMPLOYMENT DESIRED:

Applying to substitute for what grades? _____

Days available? _____

How did you learn of our school and/or position?

Will you abide by the safety rules and all policies and procedures of this school? Yes No

Have you ever been fired or asked to resign from a job? Yes No If yes, please explain.

Have you ever been disciplined or received verbal or written warnings for absenteeism and/or tardiness?

Yes No If yes, please explain

EDUCATION

Name, Address and Location	Dates	Graduated?	Courses Studied
High School		<input type="checkbox"/> Yes <input type="checkbox"/> No	Diploma:
College	From: To:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Diploma:
Trade or Business School	From: To:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Diploma:

Are you planning to pursue further studies? Yes No If so, when, where, and what courses?

Your Major(s)

Teaching certificate held: State _____ Date of Issue _____

Texoma Christian School

Please give a complete outline of your philosophy of Christian Education.

Please discuss your philosophy of discipline in the Christian school. Be specific on practical suggestions that you would employ in disciplining children.

Please check areas of special interest:

Art _____ Music _____ Computer _____ Library _____ Other _____

References: (Name, address, phone number, occupation)

1. _____
2. _____
3. _____

WORK HISTORY:

List names of employers in consecutive order with present or last employer list first. Account for all periods of time including military service and any period of unemployment. If self-employed, give firm name and supply business references. Please state month and year.

Name of Employer Address City, State, Zip	Name and Title of Last Supervisor	Dates Employed	Pay
Telephone Area Code ()		From: To:	Starting
Nature of Business		Mo. ___ Yr. ___	\$ _____
Title			Ending
		Mo. ___ Yr. ___	\$ _____
Duties	Reasons	for leaving	

Name of Employer Address City, State, Zip	Name and Title of Last Supervisor	Dates Employed	Pay
Telephone Area Code ()		From: To:	Starting
Nature of Business		Mo. ___ Yr. ___	\$ _____
Title			Ending
		Mo. ___ yr. ___	\$ _____
Duties	Reasons	for leaving	

Name of Employer Address City, State, Zip	Name and Title of Last Supervisor	Dates Employed	Pay
Telephone Area Code ()		From: To:	Starting
Nature of Business		Mo. ___ Yr. ___	\$ _____
Title			Ending
		Mo. ___ yr. ___	\$ _____
Duties	Reasons	for leaving	

If you worked in any of your previous positions under another name, please give that name(s) for reference checking purposes.

Name @ Company Name

In Case of Emergency Notify: _____

Name Address Phone Number

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position with Texoma Christian Schools. I authorize Texoma Christian Schools to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews.

I authorize the release and giving of any information requested by Texoma Christian Schools such as employment records, performance reviews, and personal references whether such information is favorable or unfavorable to me.

I release any person, organization, or company from any all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I further waive the right to ever personally view any references given to Texoma Christian Schools.

I further certify that I have carefully read and do understand the above statements.

Applicant's Name (Print)

Applicant's Signature

Date



Background Verification Release Form

AGENCY INFORMATION

Date	Agency Name
Contact Name	
Agency's Main Phone Number	Agency's Fax Number

APPLICANT INFORMATION:

Applicant Full Name (Last, First, MI)		Maiden or Other Name(s) Used	
Current Address			
City	State	Zip Code	County
Social Security Number	Date of Birth	Driver's License Number	State Issued
Position Applied For			
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	Race	<input type="checkbox"/> African American <input type="checkbox"/> American Indian <input type="checkbox"/> Anglo <input type="checkbox"/> Asian <input type="checkbox"/> Hispanic <input type="checkbox"/> Other

I hereby authorize VERIFYI and or its Service Provider to request and receive any and all background information about or concerning me, including but not limited to my Criminal History, Social Security Number Trace including a consumer report under the Fair Credit Reporting Act, 15 U.S.C 1681, Driving Record, Employment History, Military Background, Civil Listings, Educational Background, Professional License from any Individual, Corporation, Partnership, Law Enforcement Agency, and other entities including my Present and Past Employers.

The criminal history, as received from the reporting agencies, may include arrest and conviction data as well as plea bargains and deferred adjudications and delinquent conduct as committed as a juvenile. I understand that this information will be used, in part, to determine my eligibility for an employment/volunteer position with this organization. I also understand that as long as I remain an employee or volunteer here, the criminal history check may be repeated at any time. I understand that I will have an opportunity to review the criminal history as received by client/agency and a procedure is available for clarification, if I dispute the record as received. I also understand that the criminal history could contain information presumed to be expunged.

I further release and discharge VERIFYI and their Service Provider and all of their Subsidiaries, Affiliates, Officers, Employees, Contract Personnel, or Associates, from any and all claims and liability arising out of any request for information or records pursuant to this authorization, procurement of an investigative consumer report and understand that it may contain information about my character, general reputation, personal characteristics, and mode of living, whichever are applicable.

I understand that I have the right to make written request within a reasonable period of time to VeriFYI for additional information concerning the nature and scope of the investigation. I acknowledge that I have voluntarily provided the above information for employment/volunteer purposes, and I have carefully read and understand this authorization.

Applicant's Signature

Date

Applicant's Printed Name

Parent/Guardian's Signature
(if under 18 years of age)