



Employment Application

If at any point you need additional space, please attach a separate document.

Personal Information

Name (Last, First, MI)

Street address:

City, State, Zip:

Home phone number:

Cell phone number:

E-mail address:

Driver's license number/state/expiration

(if job involves any driving)

Employment Desired

Position applied for:

How did you hear about this position?:

Date available for work:

Desired hours (full time, part time, etc.)

Education

	Name and Address of School	Course of Study	Total Years of Study	Degree/Diploma
High School				
Undergraduate College				
Graduate/Professional				
Other (Specify)				

Teaching License: Yes No / Issue STATE: _____ Lic.# _____

List any seminars, classes or other education not listed above which may help qualify you for this position (if you need additional space, please use page 7):

Last Name, First Initial:

Today's Date:

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Employment History

List below all present and past employers over the **past seven years**, starting with your **most recent** employer. Account for all periods of unemployment. You must complete this section even if attaching a resume. May we contact your current employer? YES NO

1.	Employer (current <input type="checkbox"/> Yes <input type="checkbox"/> No):		Start Date	End Date	Essential job functions of final position
	Address:				1.
	City, State, Zip:		Starting Salary	Ending Salary	2.
	Phone number:				3.
	Fax number:	Supervisor(s):			4.
	Job position(s):	E-mail address of supervisor			
	Reason(s) for leaving:				
	What value did you add to this company or its customers?				
2.	Employer:		Start Date	End Date	Essential job functions of final position
	Address:				1.
	City, State, Zip:		Starting Salary	Ending Salary	2.
	Phone number:				3.
	Fax number:	Supervisor(s):			4.
	Job position(s):	E-mail address of supervisor:			
	Reason(s) for leaving:				
	What value did you add to this company or its customers?				

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3.	Employer:	Start Date	End Date	Essential job functions of final position
	Address:			1.
	City, State, Zip:	Starting Salary	Ending Salary	2.
	Phone number:			3.
	Fax number:	Supervisor(s):		4.
	Job position(s):	E-mail address of supervisor:		
Reason(s) for leaving:				
What value did you add to this company or its customers?				
4.	Employer:	Start Date	End Date	Essential job functions of final position
	Address:			1.
	City, State, Zip:	Starting Salary	Ending Salary	2.
	Phone number:			3.
	Fax number:	Supervisor(s):		4.
	Job position(s):	E-mail address of supervisor:		
Reason(s) for leaving:				
What value did you add to this company or its customers?				

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5.	Employer:	Start Date	End Date	Essential job functions of final position
	Address:			1.
	City, State, Zip:	Starting Salary	Ending Salary	2.
	Phone number:			3.
	Fax number:	Supervisor :		4.
	Job position(s):	E-mail address of supervisor:		
Reason(s) for leaving:				
What value did you add to this company or its customers?				
6.	Employer	Start Date	End Date	Essential job functions of final position
	Address			1.
	City, State, Zip	Starting Salary	Ending Salary	2.
	Phone number			3.
	Fax number	Supervisor		4.
	Job position(s)	E-mail address of supervisor		
Reason(s) for leaving				
What value did you add to this company or its customers?				

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Additional Information

List any professional, trade, business or civic activities and offices held.

You may exclude membership that would reveal gender, race, religion, national origin, ancestry, age, disability or any other protected status.

List any languages other than English that you can speak, read or write that could be of benefit to the position applied for:

	Fluent	Good	Fair
Speak			
Read			
Write			

Please use additional paper, if needed, to answer the following questions

Please describe your teaching philosophy and your professional goals for the next five years.

What do you believe is your role in modeling Christ like characteristics and leadership in your position?

Please describe how you manage your personal and professional responsibilities. Please give examples.

If you are hired, what value do you bring to our school? Please give examples your references can support.

(Teachers Only)
What does it mean to teach from a Christian perspective?

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Additional Information

Have you ever been employed with Denver Christian Schools before?
If Yes, when? Yes No

Do you have any friends or relatives employed by Denver Christian Schools? If Yes, please provide their names and relationship: Yes No

Are you currently employed? Yes No
May we contact your employer? Yes No
Are you currently on "lay off" status and subject to recall? Yes No

If you are under 18 years of age, can you provide proof of your eligibility to work? Yes No

If hired, can you provide proof of U.S. citizenship or proof of your legal right to work in the U.S.? Yes No

Are you able to perform all of the essential functions of the job for which you are applying with or without reasonable accommodation? Yes No

If hired, are there any accommodations the company would need to provide so that you can perform all those essential functions and duties of the position being applied for? If Yes, please explain: Yes No

If driving is a requirement of the position applied for, have you in the last 7 years been convicted of Driving Under the Influence "(DUI)" Yes No N/A

If hired, do you have a reliable means of transportation to and from work? Yes No

If hired, would you be able to travel or work overtime as needed? Yes No

Have you ever been convicted of a felony or misdemeanor? Yes No

If Yes, please explain:

[PLEASE CONTINUE ON NEXT PAGE]

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References

List below three (3) professional references that have personal knowledge of your work performance. Please list your direct supervisors and not persons related to you.

Name		Occupation
Company name	Address	
Telephone	E-mail	Relationship & years acquainted
Name		Occupation
Company name	Address	
Telephone	E-mail	Relationship & years acquainted
Name		Occupation
Company name	Address	
Telephone	E-mail	Relationship & years acquainted

At-Will Employment Policy

Although we hope your employment relationship with us will be long term, either you or Denver Christian Schools may terminate this relationship at any time, for any reason(s), with or without cause or notice. Please understand that no supervisor, manager, or other representative of Denver Christian Schools other than the Chief Executive Officer has the authority to enter into any agreement with you for employment for any specified period. Further, any employment agreement entered into by the Chief Executive Officer is not enforceable unless it is in writing. You should also understand that the employment procedures, practices, policies, and benefits outlined by Denver Christian Schools or described in any handbook may be modified or discontinued from time to time. It is our intent to inform you of changes as they occur. If you have any questions, please discuss them with the Director of Finance.

PLEASE ATTACH ADDITIONAL DOCUMENT IF NECESSARY

Attach Resume