

Employment Application

Mountain Home Christian Academy

1989 Glenbriar Drive - Mountain Home, AR 72653 - (870) 424-6622

All applicants will be considered without regard to their race, color, or national or ethnic origin, sex, age, or disability.

PERSONAL INFORMATION

Date _____

Name _____ SSN _____
Last First Middle

Present Address _____
Street City State Zip

Home Phone _____ Work Phone _____ May we contact you at work? _____

Email Address _____

How were you referred? _____

Were you ever employed here before? _____ If yes, when? _____

Do you have relatives/friends working here? _____ If yes, who? _____

Are you eligible to work in the United States? Yes No

Are you 18 years of age or older? Yes No

In case of an emergency, notify _____ Phone _____

EMPLOYMENT DESIRE

Position _____ Date you can start _____ Salary desired _____

Are you currently employed? Yes No

If yes, may we inquire of your present employer? Yes No

Have you previously applied at NCCS/MHCA? _____ If yes, when? _____

Are you a good disciplinarian? _____ Do you have genuine love for people? _____

Will you commit to MHCA for the entire school year? _____

Are you interested in the desired position for more than one year? _____

EDUCATION

	Last Year Completed	Did You Graduate?	Subjects studied & Degrees received
High School	1 2 3 4		
Address			
College or University	1 2 3 4		
Address			
Professional or Technical	1 2 3 4		
Address			
Other	1 2 3 4		

CHRISTIAN BACKGROUND

Name of church you currently attend _____

Pastor _____ May we phone him/her? _____

Have you accepted Jesus Christ as your personal Lord and Savior? _____ If yes, when? _____

What do you think is the unique function of a Christian School? _____

What Christ-like characteristics do you believe should be evident in the Christian school teacher?

Do you believe in corporal correction? _____ Why or why not? _____

Give your definition of Authority. What would you do if at any time you were in disagreement with policy, procedures, etc. warranted by those in authority? _____

Are you open to constructive criticism? Why or why not? What do you believe is your reaction to constructive criticism relayed to you by those in authority? _____

Do you use Alcohol: Yes No Tobacco: Yes No Drugs: Yes No

Have you ever been convicted of a felony? Yes No If yes, give date and details _____

EMPLOYMENT HISTORY (Please list all employers, attach additional sheet if necessary)

Present or Last Employer _____ Employed from _____ to _____

Address _____ Phone _____

Supervisor _____

Give title of your position and describe in detail the work you did _____

Reason for leaving _____

Present or Last Employer _____ Employed from _____ to _____

Address _____ Phone _____

Supervisor _____

Give title of your position and describe in detail the work you did _____

Reason for leaving _____

Present or Last Employer _____ Employed from _____ to _____

Address _____ Phone _____

Supervisor _____

Give title of your position and describe in detail the work you did _____

Reason for leaving _____

Military Experience _____ from _____ to _____

Last Assignment (Include Branch and Rank) _____

Give title of your position and describe in detail the work you did _____

PERSONAL REFERENCES (Other than relatives)

Name _____ Phone _____

Address _____

Relationship _____ Years Acquainted _____

Name _____ Phone _____

Address _____

Relationship _____ Years Acquainted _____

Name _____ Phone _____

Address _____

Relationship _____ Years Acquainted _____

DISCLOSURE

1. I certify that the information I have furnished in this application is true and complete to the best of my knowledge, with the understanding that it is subject to verification before and during employment. I grant permission to Mountain Home Christian Academy to contact any former employers or any other persons about me and my permission is not limited to those listed on this applications. I understand and agree that misrepresentation, falsification, or omission of information will be considered sufficient cause for rejection or dismissal, if employed.
2. I understand that regardless of the job I am first assigned, I may be required to accept a change of job depending on my demonstrated skills after employment and the needs of MHCA.
3. I understand that I must meet the health standards and be able to perform essential duties of the position with or without reasonable accommodations as a condition of employment.
4. I understand that if I am employed by Mountain Home Christian Academy, MCHA retains its rights to be an at-will employer and the employment relationship is for an indefinite period and may be terminated by either party, at any time, with or without cause. I understand that no representative of the school, other than the Administrative Board of Directors, has any authority to enter into any agreement for employment for my specific period of time.

Applicant Signature _____ Date _____

REFERENCE CHECK CONSENT FORM

I, _____, HEREBY GIVE CONSENT TO ANY AND ALL PRIOR EMPLOYERS TO PROVIDE INFORMATION WITH REGARD TO MY EMPLOYMENT WITH PRIOR EMPLOYERS TO MOUNTAIN HOME CHRISTIAN ACADEMY. THIS CONSENT WILL BE VALID FOR THE LENGTH OF TIME THAT THE APPLICANT IS ACTIVE AND IN NO EVENT LONGER THAN SIX MONTHS. I AUTHORIZE MY PAST EMPLOYERS AND OTHER PERSONS TO SUPPLY ANY INFORMATION THEY HAVE CONCERNING ME OR MY WORK PERFORMANCE AND RELEASE THEM FROM ALL LIABILITY IN CONNECTION THEREWITH.

Applicant Signature _____ Date _____

MOUNTAIN HOME CHRISTIAN ACADEMY IS AN EQUAL OPPORTUNITY EMPLOYER.