



SHEETS MEMORIAL CHRISTIAN SCHOOL

307 Holt Street, Lexington, NC 27292 • 336-249-4224 • www.sheetsmemorial.com

General Employment Application

We thank you for your interest in Sheets Memorial Christian School. We look forward to receiving your application.

PERSONAL INFORMATION

First: _____ MI: _____ Last: _____

Present address: _____

City: _____ State: _____ Zip _____

Email Address: _____

Phone: _____ Best time to call you? _____

Length of time at this address? _____ Date available: _____/_____/_____

Marital Status (circle one): Married Single Separated Divorced Widow/er

Spouses name: _____

Name/Ages of children: _____

POSITION DESIRED

Position applying for: _____

How did you learn about the position for which you are applying?

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

Have you ever been convicted of any criminal act? [] NO [] YES If yes, please explain:

Have you ever been convicted of physical or sexual abuse? [] NO [] YES If yes, please explain:

EDUCATION

A. What degree or degrees do you hold? Use separate paper if needed.

Institution Name: _____

Degree _____ Date Received _____

Minor(s) _____

Institution Name: _____

Degree _____ Date Received _____

Minor(s) _____

EMPLOYMENT HISTORY

A. 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. Company _____

Position _____ Dates _____ to _____

Address _____

Supervisor's Name _____ Phone _____

Reason for leaving _____

2. Company _____

Position _____ Dates _____ to _____

Address _____

Supervisor's Name _____ Phone _____

Reason for leaving _____

3. Company _____

Position _____ Dates _____ to _____

Address _____

Supervisor's Name _____ Phone _____

Reason for leaving _____

BIBLICAL BACKGROUND

How long have you known Christ as your Lord and Savior? _____

What is your denominational preference? _____

What is your local church affiliation? _____

Address _____

Pastor's Name _____

Are you active in your church? _____ In what capacity? _____

STATEMENT OF FAITH & LIFESTYLE

- A. Please carefully read our Statement of Faith and indicate your support by signing and dating below.
- B. Sheets Memorial Christian School is a ministry of Sheets Memorial Baptist Church. The basis of our ministry is drawn from the same Statement of Faith. A summary of that statement is listed below:
 1. We believe in the Bible as the verbally and plenary inspired Word of God, without error.
 2. We believe in the Godhead existing in three Persons – Father, Son, Holy Spirit – equal in all respects.
 3. We believe in the deity of Jesus Christ, virgin born, manifested in the flesh, died for the sins of the world, buried, arose bodily the third day from the grave, ascended to heaven; imminent return.
 4. We believe the Holy Spirit is the third person of the Trinity.
 5. We believe man was created (not evolved) in God's image, sinned, totally depraved, and needs salvation.
 6. We believe salvation is by grace through faith in Christ, without Human merit, involving repentance toward God and faith in Jesus Christ. The believer is eternally kept and secure in Christ.
 7. We believe the local church is composed only of believers, baptized by immersion, organized, observing the two ordinances seeking to carry out the Great Commission.
 8. We believe Satan is a person, the archenemy of God and God's people.
 9. We believe in the imminent return of Christ for His church prior to the Tribulation period, and return to earth to set up His kingdom after the Tribulation. The saved will be forever with the Lord, the lost be confined for eternity in the lake of fire.
 10. The Bible is the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct?

THE PARTIES of this agreement are Christian and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church and therefore, the parties agree that they shall seek to resolve any controversy or claim arising out of this contract through mediation by the **Christian Law Association**

located in **Seminole, Florida**. If the controversy is not resolved through mediation, both parties agree to follow the arbitration proceedings as outlined below.

As I am a Christian and Sheets Memorial Christian School is a Christian ministry organization, both parties agree that they would never make demands, threaten to sue, or actually litigate any matter whatsoever relating to or resulting from this Agreement or my employment with Sheets Memorial Christian School. I understand that making demands, threatening to sue or actually litigating a matter against Sheets Memorial Christian School clearly violates Biblical teaching and practice and shall constitute sufficient grounds for immediate termination. Accordingly, the parties agree to resolve all potential claims, disputes or causes of action through binding arbitration using the procedures outlined in the Teacher's Policy Manual. I understand that retaining or instructing an attorney to contact the ministry in any context other than the binding arbitration procedures with regard to a potential claim or dispute will be interpreted as a threat to sue.

- a) I agree to follow the Biblical pattern of Matthew 18:15-17 and Galatians 6:1 and always give a good report. All differences are to be resolved by utilizing Biblical principles. Appropriate confidentiality will be observed in regard to confidential matters.
- b) The parties agree that the methods outlined in this section shall be the sole remedies for any and all controversies or claims arising out of the employment relationship or this Agreement and expressly waive their right to file a lawsuit against one another in any civil court for such disputes, except to enforce a legally binding arbitration decision.
- c) I acknowledge that I have read and understand the Procedures for Arbitration adopted by Sheets Memorial Christian School and agree to abide by the procedures outlined therein.

By signing below:

I the undersigned do understand and agree fully with this Statement of Faith.

I the undersigned fully support the Statement as written without mental reservations.

I the undersigned full agree with and support the Biblical lifestyles expectations.

Signed _____ Date _____

APPLICATION AGREEMENT & SIGNATURE

I understand that Sheets Memorial 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 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.

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. Please provide the following information to complete the background check:

Social Security# _____/_____/_____ Date of Birth _____/_____/_____

Current Address _____

City _____ State _____ Zip _____

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.

Signature of Applicant

Date

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a _____ with Sheets Memorial Christian School. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals that 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 all other matters related to my suitability for employment.

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 Sheets Memorial Christian 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 Sheets Memorial Christian School.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

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

Applicant's Name (Print)

Date

Applicant's Signature