



## APPLICATION FOR EMPLOYMENT

### Applicant's Personal Information

Full Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

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

Social Security Number: \_\_\_\_\_

### Application Information

Date of Application: \_\_\_\_\_

Position Applied For: \_\_\_\_\_

How did you find out about TA? \_\_\_\_\_

Truth Academy does not discriminate based on anyone's race, color, age, or national /ethnic origin when considering employment.

## Spiritual

Do you believe, according to Romans 10:9-10 & Galatians 3:13, that Jesus is the Son of God, He died on a cross to redeem mankind from the curse of the law, after three days rose from the dead, and now is present with God in Heaven?   **Yes / No**

If you do not agree with **every** part of the fore stated confession, please explain. \_\_\_\_\_

\_\_\_\_\_

Do you believe that the Holy Bible is the only and infallible Word of God, inspired by the Holy Spirit, and that it is our final authority in matters of conduct, faith, and truth?   **Yes / No**

Church You Currently Attend: \_\_\_\_\_

Start Date: \_\_\_\_\_

Pastor's Name: \_\_\_\_\_

Pastor's Phone Number(s): \_\_\_\_\_

Pastor's Address: \_\_\_\_\_

Previous Church Attended: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Positions Held at Church: \_\_\_\_\_

\_\_\_\_\_

In what church activities are you currently involved in, and with what degree of regularity? \_\_\_\_\_

\_\_\_\_\_

Date You Accepted Jesus Christ as Your Lord & Savior: \_\_\_\_\_

## Professional Questions

Do you have a college degree? **Yes/No**

If "Yes" what degree do you hold & from what university?

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Are you certified to teach in Missouri? **Yes / No**

If "Yes" level & Subject: \_\_\_\_\_

If "No" are you qualified for a certificate? **Yes / No**

What subject area(s)/grade levels do you prefer to teach?

1<sup>st</sup> Choice: \_\_\_\_\_ 2<sup>nd</sup> Choice: \_\_\_\_\_ 3<sup>rd</sup> Choice: \_\_\_\_\_

**Please check here if you do NOT wish to have your present employer contacted at this time.**

## General Questions

Are you over 18 years of age? **Yes / No**

Are you legally eligible for employment in this country? **Yes / No**

Have any allegations of sexual or physical abuse ever been made against you? **Yes / No**

If "Yes" please explain: \_\_\_\_\_

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Other than minor traffic violations, have you ever pled "guilty" or "no contest," or been convicted of a crime? **Yes / No**

If "Yes" list complete conviction records: Please provide dates and details including type of offense and location: \_\_\_\_\_

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(Answering "Yes" to these questions does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation, and position applied for will be taken into account.)

## Employment & Volunteering

Please list your complete record of employment and/or volunteer work for the past ten years. Start with your present or most recent position and list each position in the order that you held them. If more space is needed, attach separate sheets(s) to this application.

Employer: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Your Job Title: \_\_\_\_\_

Description of Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Your Job Title: \_\_\_\_\_

Description of Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Your Job Title: \_\_\_\_\_

Description of Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Your Job Title: \_\_\_\_\_

Description of Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

## References

Please list at least three references (other than current pastor) who are qualified to speak of your Christian service and professional qualifications. Please include supervisors when applicable.

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Upon hiring a background check will be completed.

**APPLICANT'S CERTIFICATION AND AUTHORIZATION FOR  
RELEASE OF INFORMATION**

Please read the statements below carefully. Your signature indicates that you fully understand and agree to the provisions of each statement.

Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

I hereby certify that all statements made by me on this application for employment are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement, inaccurate, or significant omission of fact on this application or during any phase of the hiring process may prevent me from being hired, or, if hired, may subject me to immediate dismissal.

I hereby authorize Truth Academy to conduct an investigation in respect to my application including, but not limited to, my work and personal history (except as modified in this application) 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 Truth Academy, such as employment records, performance reviews, personal references, and criminal history checks. I release Truth Academy, its employees, personal references and any other person, organization, or company from liability for damage caused by giving and receiving information or opinions as to my background, employment or character. I further waive the right to ever personally view any references given to Truth Academy. Any information obtained through former employers and/or personal references would become the property of Truth Academy.

I do hereby authorize Truth Academy to conduct a criminal background check which pertain to records of convictions of law violations, including felony, misdemeanor and traffic violations, and agree to hold Truth Academy harmless and in no event shall Truth Academy be liable to me for special, indirect or consequential damages for the refusal of employment due to information obtained during my police record check.

*I certify that I have carefully read and do understand all parts of this application as well as the above statement.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## TRUTH ACADEMY PERSONAL LIFE-STYLE REQUIREMENTS

1. Demonstrate obedience to the law of government, realizing that God has ordained the authority of those in leadership over us. (Rom. 13:1-2)
2. Follow the Biblical standards for sexual behavior. Immorality, promiscuity, and homosexuality violate the occupational requirements of being a Christ-like role model.  
(I Cor. 6:9-20, Eph. 4:1-22, 5:3-5, I Tim. 4:12, II Tim. 12:19-22)
3. Refrain from a life-style that includes the use of illicit drugs, pornographic material, vulgar and profane language, habitual and indiscriminate use of alcohol, or any other activity that would be a stumbling block.  
(Gal. 5:18-25, Rom. 14:13, I Cor. 3:16-17, I Cor. 8:9-13, I Cor. 10:31-32)
4. Show loyalty and integrity. Be willing to work under authority. Work diligently and with a positive attitude. Maintain good working relationships with all staff. Practice 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 and a united front is always to be presented.  
(Eph. 4:2-3 & 29-32, Gal. 5, Col. 3:12-16)
5. Agree, if put in a position of leadership, to exercise that responsibility and authority diligently and in humility as a servant, and as a sacrificial, accountable leader genuinely caring for and encouraging those for whom he/she is responsible, with Christ as a model. (Luke 22:25-26)
6. Approach all situations in the spirit of love. (I Cor. 13:2-8)

Any violation of the Truth Academy Personal Life-Style Requirements or moral standards as interpreted by Holy Scripture is grounds for immediate termination.

*I fully support and will follow without reservation the Personal Life-Style Requirements of Truth Academy as set forth above throughout my term of employment.*

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Printed Name

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Signature

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Date

## TRUTH ACADEMY STATEMENT OF FAITH

We believe in the Scriptures of the Old and New Testament as equally inspired by God and inerrant in the original writings, and that they are the supreme and final authority in faith and life.

We believe in on God who is eternal, omnipotent and manifesting Himself in Three Persons; Father, Son, & Holy Spirit. They are one in nature, power and glory. God is the Sustainer of all things and the Source of all truth.

We believe in the pre-existence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of our Lord Jesus Christ. We believe that He is true God and true man.

We believe that man sinned and thereby incurred not only physical death but also spiritual death which is separation from God; and that all human beings are born with a sinful nature.

We believe in the fall of man, his need for regeneration by the operation of the Holy Spirit on the basis of grace and faith alone, and the coming resurrection of the dead.

We believe that the Lord Jesus Christ died for our sins according to the Scriptures as a representative and substitutionary sacrifice and rose again for our justification; that all who believe in Him are justified on the grounds of His shed blood and are saved by grace through faith wholly apart from human merit and works.

We believe that all who receive by faith the Lord Jesus are born again by the Holy Spirit through the Word of God, and thereby become the children of God. Therefore, we do not approve of or accept the teachings of cults or secular groups that do not accept Jesus Christ as their only Savior.

We believe in the spiritual relationship of all believers as they are related to Jesus Christ, living an overcoming life of true righteousness by the grace and power of the Holy Spirit. The Christian relates to life from a Biblical perspective and is not conformed to society's lifestyle and values. Therefore, we believe in the sanctity of life upon conception (Psm. 139) and that homosexuality, premarital sexual relationships, and extramarital sexual relationships are not acceptable lifestyles (I Cor. 6).

Note: Although denominational doctrine will not be promoted, discussion of Christian beliefs will not be discouraged in the classroom. Students will be encouraged to seek Scriptural answers and further discuss these topics with their parents.

*I fully support without reservation this Statement of Faith throughout my term of employment. I further understand that should I deviate from these beliefs it is grounds for immediate dismissal.*

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Printed Name

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Signature

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Date



THE FOLLOWING ITEMS MUST BE SUBMITTED TO  
COMPLETE YOUR APPLICATION

- A typed, one-page essay including but not limited to:
  - Biography
  - Any additional information you would like to present regarding your application
  - A brief statement summarizing your philosophy of education
- Your signature on the attached “Applicant’s Certification and Authorization for Release of Information” form
- Your signature on the attached “Statement of Faith of Truth Academy” form indicating agreement
- Your signature on the attached “Personal Life-Style Requirements” form indicating agreement
- A recent photo, attached to page one of the Application
- Copies of transcripts of all college work you have done

**Thank you for your interest in Truth Academy!**

**Please submit your application to:**

Truth Academy  
3110 W. Sunshine  
Springfield, MO 65807

417-839-8492  
cgrovesmk@gmail.com