



# Cornerstone Christian Academy

"Academic Excellence in a Christian Environment"

PO Box 1488 - 1600 McCurdy Ave N

Rainsville, AL 35986 - 256-638-9311

cca-eagles.com

(You may type in the spaces provided before printing and signing)

## Substitute Teacher / Preschool Teacher/Teacher Aide Application

APPLICANT'S NAME AND ADDRESS

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

Date Available: \_\_\_\_\_

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

Date of Birth \_\_\_\_\_

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

Spouse's Name \_\_\_\_\_

Spouse's Work \_\_\_\_\_

List Children and ages \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

Phone: Days (\_\_\_\_) \_\_\_\_\_ Evenings: (\_\_\_\_) \_\_\_\_\_

Best time to call: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

How long have you lived at the above address \_\_\_\_\_

Have you been convicted of a crime in the last ten years? \_\_\_\_\_

If yes please explain \_\_\_\_\_

Have you ever been discharged from employment? \_\_\_\_\_

If yes please explain \_\_\_\_\_

**POSITION DESIRED**

Preschool Teacher\_\_\_ Substitute Teacher\_\_\_ Aide\_\_\_

Please indicate desired age group

1-2 yr olds	3 yr olds	4 yr olds	K5	1st Grade	2nd Grade	3 <sup>rd</sup> Grade	4 <sup>th</sup> Grade
5 <sup>th</sup> Grade	6 <sup>th</sup> Grade	7 <sup>th</sup> Grade	8 <sup>th</sup> Grade	9 <sup>th</sup> Grade	10 <sup>th</sup> Grade	11 <sup>th</sup> Grade	12 <sup>th</sup> Grade

Full Time \_\_\_ Part Time \_\_\_\_\_

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

\_\_\_\_\_

**SPIRITUAL PREPARATION**

What church do you attend? \_\_\_\_\_

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

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

Do you attend church regularly: \_\_\_\_\_

What church activities/responsibilities do you participate in regularly?

\_\_\_\_\_

Have you ever led someone to Christ? \_\_\_\_\_ if no, could you? \_\_\_\_\_

## EDUCATION PREPARATION

Give full and accurate data regarding your educational development

List schools attended

Name/Name Course Degree or Diploma Credit Hours Earned/ Year Graduated

High School

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College or University

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Special Training

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## EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may attach an additional page. If teaching experience, please age group taught.

1. Employer \_\_\_\_\_

Position \_\_\_\_\_

Dates of Employment \_\_\_\_\_

Address of Employer \_\_\_\_\_

Phone Number & Supervisor's Name \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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2. Employer \_\_\_\_\_

Position \_\_\_\_\_

Dates of Employment \_\_\_\_\_

Address of Employer \_\_\_\_\_

Phone Number & Supervisor's Name \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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3. Employer \_\_\_\_\_

Position \_\_\_\_\_

Dates of Employment \_\_\_\_\_

Address of Employer \_\_\_\_\_

Phone Number & Supervisor's Name \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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**PERSONAL REFERENCES**

You will need to sign the Reference Release Form that is attached and return it with this application. Do not list family members or relatives for references.

Give three references that are qualified to speak of your *professional training and experience*. List your current or most recent principal or supervisor first.

1. \_\_\_\_\_

Phone: \_\_\_\_\_

2. \_\_\_\_\_

Phone: \_\_\_\_\_

3. \_\_\_\_\_

Phone: \_\_\_\_\_

Reference Give two references that are qualified to speak of your *spiritual life/walk and Christian service*. List your current pastor first.

1. \_\_\_\_\_

Phone: \_\_\_\_\_

2. \_\_\_\_\_

Phone: \_\_\_\_\_

Cornerstone Christian Academy  
PO Box 1488  
Rainsville, AL 35986

REFERENCE RELEASE AUTHORIZATION

I have made application for a position as a \_\_\_\_\_ with Cornerstone Christian

Academy. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluation, my education preparation, and all other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving prior notice of such disclosure.

In addition, I hereby release Cornerstone Christian Academy, 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 Cornerstone Christian Academy.

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

\_\_\_\_\_

Applicant's Social Security Number \_\_\_\_\_

Please answer each of the questions given below as best you can. (Use the back or another sheet of paper if necessary.)

1. Describe your personal relationship with Jesus Christ.

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2. Why do you want to work in a Christian School?

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3. In what other areas could you contribute to the school (outside the classroom)?

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4. Are you familiar with ABeka, Bob Jones ?

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## APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Cornerstone Christian Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age or disability.

I hereby certify that the facts set forth in the application are true and complete to the best of my knowledge. I understand that discovery of 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 that I will be paid and receive benefits only through the day of release.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as is necessary for such an investigation. 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 to reflect adversely on the school or on me as a Christian role model.

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.

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Signature of Applicant & Date