

Bangor Christian Schools – Administrative Employment Application

Please Submit to:

**Bangor Christian Schools
Attention: James Frost
1476 Broadway
Bangor, Maine 04401**

jfrost@bangorchristian.org

A. APPLICANT'S NAME AND ADDRESS

Full name: _____

Application date: _____/_____/_____ Date available: _____/_____/_____

Present Address _____

Phone: Days (_____) _____ Evenings (_____) _____

Best time to call you? _____ Soc. Sec. # _____

How long have you lived at the above address? _____

Permanent Address and Phone number if different than present address

B. ADMINISTRATIVE POSITION DESIRED

C. CHRISTIAN BACKGROUND

Bible Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct? Yes _____ No _____

Church _____ What is your local church affiliation?

Are you presently a member in good standing? _____ Years? _____

In what church activities are you involved and with what degree of regularity?

Devotional * **On separate paper briefly give your Christian testimony and describe your**

Life **personal Bible study and prayer life.**

D. PROFESSIONAL QUALIFICATIONS

**Please attach a copy of the following documents:
professional resume
all post-secondary transcripts
any professional certificates held**

Formal
Training

What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
--------	---------------	---------------------

_____	_____	_____
_____	_____	_____
_____	_____	_____

Major(s) _____

Minor(s) _____

Cumulative grade point average BA _____ Graduate work _____

Administrative Experience Sequentially list your administrative experience with most recent first.

School's Name	Position	Dates
---------------	----------	-------

_____	_____	_____
_____	_____	_____
_____	_____	_____

Administrative Credentials Do you hold any Christian administrative or teaching certificates? _____

With whom? _____

What level? _____ Remains valid for _____ years.

Do you have a state administrative or teaching certificates? _____ State _____

What kind _____ Remains valid for _____ years.

If you do not hold a certificate, what requirements do you lack?

E. PERSONAL PHILOSOPHY - On separate paper please answer the questions below.

- A. Why do you wish to be an administrator at a Christian school?
- B. What are the main characteristics that distinguish a Christian school from a public school?
- C. Please add any information that you would like to present regarding your candidacy.

F. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years.

Work
Back-
ground

1. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

2. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

3. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

4. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

5. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names?

G. PERSONAL REFERENCES

*** Do not list family members or relatives for references.**

Reference Give three references who are qualified to speak of your spiritual experience and Christian service. **List your current pastor first.**

Name/Position/Phone/Complete Address/Email

1. _____

2. _____

3. _____

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

Name/ Position/ School/Phone/Complete Address/Email

1. _____

2. _____

3. _____

H. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that **Bangor Christian Schools** 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 this initial 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.

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

Signature of Applicant

Date

Application Checklist

- _____ Completed Application
- _____ Christian Testimony and Devotional Life
- _____ Professional Resume
- _____ Post-Secondary Transcripts
- _____ Photocopies of Certificates
- _____ Responses to Questions on Personal Philosophy – Section E (Items A, B, & C)
- _____ Letters of Reference (Optional)
- _____ Background Inquiry Release Form Completed and Signed