



Application for Employment

7450 Memorial Woods Drive
Houston, Texas 77024
713-290-2500
713-290-2508 (fax)
www.fbahouston.org

APPLICANT INFORMATION

Date of Application: ____/____/____ Date Available: _____ Social Security #: _____

Full Name: _____
Last First Middle Preferred

Former Name Used: _____

Address: _____
Street City State Zip

Email Address: _____ Day Phone: (____) _____ Evening Phone: (____) _____

Clerical/Staff Position Desired _____

Lower School Position Desired: (Please circle one) Kindergarten – 2nd 3rd – 5th

Subject Preference _____

Middle School Position Desired: (Please circle one) Sixth Seventh Eighth

Subject Preference _____

PROFESSIONAL QUALIFICATIONS (Official transcripts from all universities attended must be provided upon employment)

High School _____ Dates: (From) _____ (To) _____

Graduation Date _____ Degree/Credit Hours _____ Major Subject _____

College/University Attended _____ Dates: (From) _____ (To) _____

Graduation Date _____ Degree/Credit Hours _____ Major Subject _____

College/University Graduate Work _____ Dates: (From) _____ To) _____

Graduation Date _____ Degree _____ Major Subject _____

WORK EXPERIENCE

Name of Business	Complete Address	Telephone Number	Dates of Employment	Supervisor

TEACHING EXPERIENCE

School/District	Complete Address	Grade/Subjects	Dates of Employment	Supervisor

TEACHING CERTIFICATION

Do you currently possess a valid teaching certificate? Yes No Alternative Certification

If yes, provide the following:

Certificate: State: _____ Type: _____ Date Issued: _____

Area: _____ Area: _____ Area: _____

CO-CURRICULAR AND EXTRA CURRICULAR EXPERIENCE/EXPERTISE

Please indicate areas where you have experience and willingness to lead or assist in curricular or extracurricular programs.

- | | | | |
|---|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> Oratorical Contest | <input type="checkbox"/> Volleyball | <input type="checkbox"/> Basketball | <input type="checkbox"/> Cheerleading |
| <input type="checkbox"/> Arts and Crafts | <input type="checkbox"/> Drama | <input type="checkbox"/> Orchestra | <input type="checkbox"/> Track |
| <input type="checkbox"/> Baseball/Softball | <input type="checkbox"/> Golf | <input type="checkbox"/> Football | <input type="checkbox"/> Extended Activities |
| <input type="checkbox"/> Choir | | | |
| <input type="checkbox"/> Science/Math Competition | | | |

Other: _____

FIRST BAPTIST STATEMENT OF FAITH

The following truths are held in common agreement by all members of this organization:

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:15; 2 Peter 1:21)
2. We believe there is only one God, eternally existent in three persons - Father, Son and Holy Spirit (Genesis 1:1; Matthew 28:19; John 10:30).
3. We believe in the deity of Christ (John 10:33); His virgin birth (Isaiah 7:14; Matthew 1:23; Luke 1:35); His sinless life (Hebrews 4:15; 7:26); His miracles (John 2:11); His vicarious and atoning death (1 Corinthians 15:3; Ephesians 1:7; Hebrews 2:9); His resurrection (John 11:25; 1 Corinthians 15:4); His ascension to the right hand of the Father (Mark 16:19); and His personal return in power and glory (Acts 1:11; Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone we are saved (John 3:16-19; 5:24; Romans 3:23; 5:8-9; Ephesians 2:9-10; Titus 3:5).
5. We believe in the resurrection of both the saved and the lost (John 5:28-29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28)
7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16; 6:19-20; Ephesians 4:30; and 5:18).
8. We believe in a need for clearly defined goals and objectives centered in the Word of God for the development and growth of the whole person (spiritual, mental, emotional, social, and physical), and for the establishing of proper priority in an individual's life.
9. We believe that God established the family as the basic unit of society. Parents are ultimately responsible for the instruction and discipline of their children. FBA is an extension of the educational process of the family and the church providing a supportive basis of encouragement to the family and the church.
10. We believe that personal commitment to Jesus Christ and God's Work is necessary for those who are involved in the educational process (faculty, staff, administration, and Board).
11. We believe a true Christian is one who has received Jesus Christ as Savior and Lord by faith. We believe good works to be the inevitable result of true faith.

APPLICATION PROCESS

The following items must be completed and returned for an application to be considered:

- Complete and Signed Application
- Transcripts*
- References*
- Copy of Teaching Certificate
- Waiver of Confidentiality**

Transcripts and professional references must be sent directly from the institution, confidential reference file, or individual to First Baptist Academy. Copies of transcripts may be submitted until originals are obtained.

** This form is not completed until a later stage in the interview process

Applications will not be considered eligible unless all required information is on file. It is your responsibility to request all transcripts and references from appropriate sources. A personal interview is required before employment is considered. Return your completed application to Head of School, **First Baptist Academy, 7450 Memorial Woods Drive, Houston, Texas 77024, 713-290-2500 or fax 713-290-2508.**

ACKNOWLEDGMENT AND AUTHORIZATION

It is the policy of **First Baptist Academy** not to discriminate on the basis of age, color, handicap or disability, ancestry, national origin, marital status, race, sex, veteran status, or political affiliation in its educational or employment programs and activities.

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 **First Baptist Academy** to thoroughly interview the primary references which I have listed, any secondary references 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 evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, reports, letters, 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 review any references given to the school.

Signature of Applicant _____ Date _____