



"The purpose and vision of VFCA is to provide Christian leaders, Godly men and women, to take places of authority in the world and in Christ's body of believers."

Please attach
photo taken
within the
last 12 months

Application for Employment

Please complete this form in pen. The previous employment section should be as complete as possible. Show address of employer and name of immediate supervisor. All information will be held in confidence.

ALL INFORMATION MUST BE COMPLETE IN ORDER FOR APPLICATION TO BE ACCEPTED

A. PERSONAL INFORMATION

First Name _____ Middle Initial _____ Last Name _____

Name you prefer to be called _____ Home Phone _____

Mailing Address _____

City _____ State _____ Zip Code _____

Email: _____

S. S. # _____ Are you over 21 years of age? _____

B. EDUCATIONAL INFORMATION

	Name of School	Address	Yrs. (from-to)	Degree
College				
Graduate or other				

C. EMPLOYMENT INFORMATION (other than education)

Employer	Address	Position	From - To	Reason Left

Last Salary (Annual) _____

D. ACADEMIC INFORMATION

Highest Degree Held _____

Undergraduate	Education	Major	No. of Credits	Grade Point Average	Minor	No. of Credits	Grade Point Average

Graduate	Majors	No. of Credits	G.P.A.

Educational Plans:

**Please attach a copy of your college transcripts.*

Academic / Athletic Honors — Extra-Curricular Activities — Offices Held _____

E. TEACHER CERTIFICATION (if not certified, please explain)

Kind of Certificate _____
 Practice Teaching (Subject and Place) _____
 Critique Teacher _____ Address _____ Phone _____

**Please attach a copy of your certificate.*

F. TEACHING EXPERIENCE

School	Address	From - To	Subjects	Grades

Briefly list your greatest strength as a teacher _____

G. PLACEMENT INFORMATION

What grades or subjects are you qualified to teach? _____

 What grades or subjects would you prefer to teach? _____

 Why? _____
 What other school activities could you sponsor or assist? _____

 What hours are you available to work? _____

H. CHRISTIAN SCHOOL INFORMATION

Have you had any courses in Christian Philosophy of Education? (when/where) _____

Would you regularly follow a reading program or correspondence course on this topic? _____

Have you had other courses giving specific training for Christian day schools? (when/where) _____

What do you consider to be the distinctive characteristics of the Christian day school? _____

How would your employment in a Christian school differ from your employment in a non-Christian school? _____

What did you like best about your last job? _____

If you were hired, what are some changes that you would do differently compared to your last employment? _____

****Please attach a copy of your philosophy of education. (2 to 3 pages, typed)**

I. SPIRITUAL INFORMATION

Current church _____
(name) (denomination)

Church address _____

Have you accepted Jesus Christ as your personal Lord and Savior? () Yes () No Date ___/___/___

Have you received the baptism of the Holy Spirit with the evidence of speaking in other tongues? () Yes () No Date ___/___/___

State any type of Christian service you have been involved in _____

****Attach a descriptive narrative history of your spiritual development from childhood to the present. (typed)**

J. HEALTH INFORMATION *Upon employment a Medical History form must be completed.

Do you consider your health adequate for intensive school teaching? _____

Have you ever been disciplined for violating company policies forbidding the use of alcohol or tobacco? () Yes () No

Do you use illegal drugs? () Yes () No

Who may we notify in the case of an emergency? Name: _____

Contact information: _____

Are there any health concerns/issues you would like the school to be aware of? _____

K. REFERENCES

List three persons who may be contacted as personal references. Please list persons who are acquainted with your professional experience. Upon employment, the school will require two letters of recommendation.

Name	Address	Occupation	Telephone

This School does not unlawfully discriminate in hiring or employment on the basis of race, color, marital or veteran status, national origin, sex, ancestry, the presence of a non-job-related medical condition or handicap or on the basis or age against persons whose age is between forty and seventy. No question on this application is intended to secure information to be used for such discrimination.

IMPORTANT:
 In processing this employment application, the School will request a criminal history background information check to be completed, which includes fingerprinting. A criminal background check is a requirement of employment as per the State of Alabama, ICAA Accreditation and School policy. The school will cover any fees associated with the information check. Applicants must complete a release form and provide their own transportation to the designated location for fingerprinting. Do you consent to completing a criminal history background information check? () Yes () No

Is there any other information you are aware of that would affect your employment at VFCA?

I certify that all information in this APPLICATION FOR EMPLOYMENT is completely accurate to the best of my knowledge.

_____ (Applicant's Signature) _____ (Date)

Mail application to:

or Fax application to:

(256) 533-5253



**3616 Holmes Avenue
 Huntsville, Alabama 35816**

Phone: (256) 533-5248

Website: valleyfellowship.com

OFFICE USE ONLY	Date Received
1. Application	_____
2. Letters of Recommendation	_____
3. College Transcripts	_____
4. Teacher Certification	_____
5. Interview	_____
6. Honor Code	_____
7. Statement of Faith	_____
8. Contract Signed	_____