



Whittier Christian High School

Mailing Address: P. O. Box 1307, Whittier CA 90609
Street Address: 501 N. Beach Blvd., La Habra CA 90631
Telephone: (562) 694-3803 **Fax:** (562) 697-1673 **Website:** www.wchs.com

Classified Staff Application

Your interest in Whittier Christian High School is appreciated. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which you may qualify, we will notify and ask you to send your resume to our office. If we have continued interest in your candidacy, we will arrange for a personal interview.

We realize that the key to a successful Christian school is its staff. We are seeking applicants who are professionally qualified, who really love young people, and who, by the pattern of their lives, are Christian role models (Luke 6:40).

We look forward to receiving your initial application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

Date of application _____

Applying for: Position: _____ <input type="checkbox"/> Full-time position <input type="checkbox"/> Part-time position

Personal Data

Full Name:	Phone Number:
_____	Daytime: () _____
First Middle Last	Evening: () _____
_____	_____
Address City State Zip Code	
Can you submit verification of your legal right to work in the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Education Do you have a high school diploma? Yes No

Name & Address of School (Complete the following if applicable)	Major	Minor	Degrees	Date Received
College or University				
Graduate School				

Cumulative grade point average: Bachelor's _____ Graduate Work _____

Total units (check one: semester quarter) after date of bachelor's degree _____

Work Experience

*(Please start with your current or most recent employer and work backwards.
If necessary, you may follow the same format on the reverse side.)*

1. Position _____ Dates of Employment _____
Employer Name & Address: _____ Supervisor's Name _____

Phone Number () _____
Reason for leaving _____

2. Position _____ Dates of Employment _____
Employer Name & Address: _____ Supervisor's Name _____

Phone Number () _____
Reason for leaving _____

3. Position _____ Dates of Employment _____
Employer Name & Address: _____ Supervisor's Name _____

Phone Number () _____
Reason for leaving _____

4. Position _____ Dates of Employment _____
Employer Name & Address: _____ Supervisor's Name _____

Phone Number () _____
Reason for leaving _____

Have you ever worked under a different name for any of the employers you have listed? Yes No

If yes, what was the name or names? _____

How were you referred to WCHS? _____

List activities or sports you feel qualified to supervise or coach _____

What would you like to be doing five years from now? _____

Spiritual Preparation

On separate paper, briefly give your Christian testimony.

What do you believe about Jesus Christ? _____

What is your personal standard of separation from worldly things? _____

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

Can you use the Bible to lead a person to Christ? Yes No

Do you read the Bible? Regularly Occasionally Never Only on Sunday at church

Describe your routine of personal Bible study and prayer _____

Do you actively share and tell others about your Christian faith? Yes No

Name of church you attend _____
Church name

Church address _____
Street Address City Zip Code ()
Phone Number

Are you a member? Yes No Attendance: Regular Occasional Seldom

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

Please carefully read our Statement of Faith and indicate your degree of support.

- I fully support the Statement as written without reservations.
- I support the Statement except for the area(s) listed and explained on a separate paper.

Personal Philosophy

1. Why do you want to work in a Christian school?

2. What areas do you feel are your strengths? Weaknesses?

References

List two references who are qualified to speak to your spiritual experience (list current pastor first) and two references qualified to speak to your professional training and/or experience (list current employer or supervisor first).

Name	Address	Phone Number
1. Pastor		()
2. Other spiritual reference		()
3. Current employer/supervisor		()
4. Previous employer/supervisor		()

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Applicant's Certification and Agreement

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

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 Whittier Christian High School 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, letters, reports, 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 view any references given to the school.

Since I will be working with minors, I understand that I must submit to a fingerprint check by the FBI and California Department of Justice. 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 that it could 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.

Signature of Applicant _____ Date _____