

PERSONAL REFERENCES:

(PLEASE LIST AT THREE NON-RELATED INDIVIDUALS AND INCLUDE COMPLETE INFORMATION FOR EACH.)

<u>Name</u>	<u>Address</u>	<u>Phone</u>

Experience: _____

Special Talents or Abilities: (List anything that would be useful in this job. Example: musical skills, artistic, etc.) _____

Are you CPR/First Aid Certified? Yes _____ No _____ Expiration Date: _____

Doctor: _____ Phone: _____

Emergency Contact: _____ Phone: _____

Church Affiliation: _____

Statement of Faith: _____

Having read the job description for the position for which you are applying, are you in all respects, able to adequately perform the duties as described? YES NO

Do you have a valid driver's license? YES NO

Have you had CPR training in the past two years? YES NO
If yes, give expiration date: _____

Have you had first aid training in the past three years? YES NO
If yes, give expiration date: _____

Bethlehem Christian Academy requires annual child care training, are you willing to participate? YES NO

Please read the following carefully before signing.

Abuse Statement:

I have never been shown by credible evidence, E.G. a court or jury, a department investigation or other reliable evidence, to have abused, neglected or deprived a child or adult, or to have subjected any person to serious injury as a result of intentional or grossly negligent misconduct as evidenced by an oral or written statement to this effect obtained at the time of application.

Fitness Statement:

I am not suffering from any physical handicap(s) or mental health disorder(s) which would interfere with my ability to perform adequately the job duties of providing for the care and supervision of the children enrolled in the preschool and academy.

False Statement:

I certify that the answers given herein are true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also, that I am required to abide by all rules and regulations of the employer.

Felony Conviction:

I have never been convicted of a felony.

I certify that all information on this application is correct. I have not given any false statement concerning my qualification requirements.

Applicant's Signature: _____ **Date:** _____

For Office Use Only

<i>Reference Check Completed:</i>	<i>Records Check Cleared:</i>
<i>Orientation Completed:</i>	<i>Date of Hire:</i>
<i>Starting Salary: \$</i>	

Please note that filling out this application does not imply that Bethlehem Christian Academy has a position available or that this document guarantees employment.

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a teacher with Bethlehem Christian Academy. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals that know me and have knowledge regarding my testimony and work records. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and all other matters related to my suitability for employment.

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 Bethlehem 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 Bethlehem 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

Applicants Name (Print)

Date

Applicant's Signature

Applicant's Social Security Number

BACKGROUND CHECK AUTHORIZATION FORM

I hereby authorize Bethlehem First Baptist Church/Bethlehem Christian Academy to receive any criminal history record information pertaining to me, which may be in the files of any state or local criminal justice agency in Georgia.

Full Name

Address

Date of Birth

Social Security Number

Sex

Race

Signature

Date