



**CHESS Christian School & Preschool**

908 E. Lower Springboro Road  
 Springboro, OH 45066  
 (937) 343-1130  
 www.chesschristian.com



**APPLICATION FOR EMPLOYMENT**

All applicants are considered for all positions without regard to race, religion, color, sex, gender, pregnancy, age, national origin, ancestry, physical or mental disability, severe/morbid obesity, medical condition, military or veteran status, genetic information, marital status, ethnicity, alienage or any other protected classification, in accordance with applicable federal, state, and local laws. By completing this application, you are seeking to join a team of Christian professionals dedicated to delivering outstanding education to our families and contributing to the success of the school, its families, and its employees. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring accommodation to complete the application and/or interview process should contact a management representative.

(PLEASE PRINT)

Position(s) applied for: \_\_\_\_\_ Date of application: \_\_\_\_\_

Main Campus     Preschool

Last Name	First Name	Middle Name
Address	City	State      Zip Code
E-mail Address	Nickname	
Telephone Number(s)		

**EMPLOYMENT EXPERIENCE**

Please list the names of your present or previous employers in chronological order with present or last employer listed first. Be sure to account for all periods of time. If self-employed, give firm name and supply business references. [Add additional page if necessary]

Name and Address of Employer	Dates Employed		Supervisor and Telephone Number
	From Month/Year	To Month/Year	
	Pay Rate		
	Starting	Final	
			May we contact? <input type="radio"/> Yes <input type="radio"/> No
Job Title and Duties			Reason for Leaving

<b>Name and Address of Employer</b>	<b>Dates Employed</b>		<b>Supervisor and Telephone Number</b>
	<b>From Month/Year</b>	<b>To Month/Year</b>	
	<b>Pay Rate</b>		
	<b>Starting</b>	<b>Final</b>	
			<b>May we contact?</b> <input type="radio"/> Yes <input type="radio"/> No
<b>Job Title and Duties</b>			<b>Reason for Leaving</b>
<b>Name and Address of Employer</b>	<b>Dates Employed</b>		<b>Supervisor and Telephone Number</b>
	<b>From Month/Year</b>	<b>To Month/Year</b>	
	<b>Pay Rate</b>		
	<b>Starting</b>	<b>Final</b>	
			<b>May we contact?</b> <input type="radio"/> Yes <input type="radio"/> No
<b>Job Title and Duties</b>			<b>Reason for Leaving</b>

Have you ever been involuntarily terminated or asked to resign from any job? -----  Yes  No

If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_

Please explain any gaps in your employment history: \_\_\_\_\_  
 \_\_\_\_\_

Please list any other experience, job related skills, additional languages, or other qualifications that you believe should be considered in evaluating your qualifications for employment. \_\_\_\_\_  
 \_\_\_\_\_

## EDUCATION

Please describe your educational background in the table provided below.

School Name	Years Completed (Circle)	Diploma/Degree (Yes or No)	Describe Course of Study or Major	Describe Specialized Training, Experience, Skills and Extra-Curricular Activities
High School:	9 10 11 12			
College/University:	1 2 3 4			
Graduate/Professional:	1 2 3 4			
Certifications:				
Other:				

## BUSINESS/PROFESSIONAL REFERENCES

Please list three professional references of individuals who are **not** related to you.

Name & Title	Business Relationship	Telephone Number or Email
	Pastor	
	Friend	
	Coworker	

## GENERAL INFORMATION

1. Have you ever used another name? -----  Yes  No

2. Is any additional information relative to name changes, use of an assumed name, or nickname necessary to enable a check on your work and educational record? -----  Yes  No

If yes to either of the above, please explain: \_\_\_\_\_

3. Do you have friends and/or relatives working for this CHES Christian School? -----  Yes  No

If yes, name(s) and relationship(s): \_\_\_\_\_

## **APPLICANT STATEMENT AND AGREEMENT**

Please read and initial each paragraph below. If there is anything that you do not understand, please ask.

\_\_\_\_ I hereby authorize CHES Christian School to thoroughly investigate my references, work record, education, criminal background, and other matters related to my suitability for employment and, further, authorize the prior employers and references I have listed to disclose to CHES Christian School any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In

addition, I hereby release CHES Christian School, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_\_\_In the event of my employment with CHES Christian School, I understand that I am required to comply with all rules and regulations of CHES Christian School.

\_\_\_\_\_ If hired, I understand and agree that my employment with CHES Christian School is at-will, and that neither I, nor CHES Christian School is required to continue the employment relationship for any specific term. I further understand that CHES Christian School or I may terminate the employment relationship at any time, with or without cause, and with or without notice. I understand that the at-will status of my employment cannot be amended, modified, or altered in any way by any oral modifications.

\_\_\_\_\_ I hereby certify that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

\_\_\_\_\_ I understand that if I am selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 Form in this regard.

\_\_\_\_\_ I understand that if any term, provision, or portion of this Agreement is declared void or unenforceable, it shall be severed and the remainder of this Agreement shall be enforceable.

### **CHES CHRISTIAN SCHOOL BELIEFS, EDUCATIONAL PHILOSOPHY AND LIFESTYLE REQUIREMENTS**

In order to be eligible to become an employee of CHES Christian School, an Ohio nonprofit corporation, the undersigned states that he or she has read the following CHES Christian School Statement of Beliefs (the "Beliefs"), CHES Christian School Educational Philosophy (the "Educational Philosophy") and CHES Christian School Lifestyle Statement (the "Lifestyle Statement") (collectively the Beliefs, Educational Philosophy and Lifestyle Statement compose one "Statement") and professes that he or she shares the Beliefs, will strive to help CHES Christian School meet the Educational Philosophy and will, at all times, abide by the Lifestyle Statement while an employee of CHES Christian School. The undersigned accepts and agrees that should he or she later change his or her own personal faith such that he or she no longer agrees to any one or all of the stated Beliefs or can no longer support the Educational Philosophy or no longer believes in or fails to follow the Lifestyle Statement, he or she, with no further required action of the Board of Directors of CHES Christian School, will automatically resign as an employee of CHES Christian School.

#### **CHES Christian School Statement of Beliefs**

- a. We believe there is one God, who is infinitely perfect, eternally existent in three persons—Father, Son and Holy Spirit (*Genesis 1:26, Matthew 3:16-17; Matthew 28:19*).
- b. Jesus Christ is the true God and the true man. He was conceived by the Holy Spirit and born of the Virgin Mary. He died upon the cross, the Just for the unjust, as a perfect substitutionary sacrifice, and all who believe in Him are justified on the ground of His shed blood. He arose from the dead according to the Scriptures and will come again to establish His kingdom, righteousness and peace (*Philippians 2:6-11; John 1:1; Luke 1:34-38; Hebrews 2:9; 1 Peter 3:18; 1 Corinthians 15:3-4; John 11:25; Mark 16:19; Acts 1:11; Revelation 19:11*).
- c. We believe the Bible to be the inspired, infallible, authoritative, inerrant Word of God (*2 Timothy 3:15-16, 2 Peter 1:20-21*).
- d. We believe that salvation is the gift of God's grace alone and is expressed in the individual's repentance, recognition of Christ's death as full payment for sin, and acceptance of the risen Christ as Savior. All who so trust the Savior are forgiven of their sins and born into the family of God by the regenerating work of the Holy Spirit. Freedom from the penalty and power of sin is available to man only through Christ's sacrificial death, His shed blood, and His complete and bodily resurrection from the dead. Those who do not believe in Christ are subject to everlasting punishment. Believers enjoy eternal life with God. (*John 1:12; John 3:16-19; John 5:24; Romans 10:9-10; Ephesians 1:7; 2:8-9; Titus 3:5*).

- e. We believe in the resurrection of both the saved and the lost: believers in Christ are saved unto the resurrection of life, and those who reject Jesus unto the resurrection of eternal damnation (*John 5:28-29*).
- f. 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*).
- g. 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, 5:18*).
- h. We believe that man was created directly by God and in His image for the reflection of His glory. We believe that God created the heavens and the earth, including all life, by direct act in six literal 24-hour days about 6,000 years ago (*Genesis 1:1; John 1:3; Colossians 1:16-17*).

### **CHES Christian School Educational Philosophy**

CHES Christian School is committed to a doctrine, which supports the infallibility of scripture, that the Bible is the ultimate authority against which all evidence is examined. The educational philosophy is Christ-centered. We believe that the Bible has unique relevance to the development of the whole person and assign priority to its instruction in all academic disciplines. Teachers profess a saving knowledge of the Lord Jesus Christ. The learning environment is loving, supportive and reflects high standards of scholarship. We believe that students should find courses of study exciting, imaginative and disciplined and a vital laboratory, which nurtures creativity, individuality of thought, and spiritual development.

CHES Christian School admits students of any race, color and/or national origin in the administration of educational policies, admissions procedures, scholarship programs, athletics or any school-related activities.

We believe that the Word of God has unique relevance to the process of educating this nation's youth. When properly integrated into a curriculum, we believe that the Bible provides the students with competencies, which are vital to the process of coping in the world today.

### **CHES Christian School Lifestyle Statement**

CHES Christian School is a religious, nonprofit organization representing Jesus Christ throughout the local community. CHES Christian School requires its employees to be born-again Christians, living their lives as Christian role models (*Matthew 16:24; Ephesians 5:1-2; 1 Peter 2:20-22*). Employees will conduct themselves in a way that will not raise questions regarding their Christian testimonies. A Christian lifestyle should reflect the biblical perspective of integrity, appropriate personal and family relationships, business conduct and moral behavior. An employee is expected to demonstrate a teachable spirit, an ability to share love for others, a willingness to live contentedly under authority, and a commitment to follow the Matthew 18 principle when an issue arises with fellow directors.

CHES Christian School expects employees to maintain a lifestyle based on biblical standards of moral conduct. Moral misconduct which violates the qualification for employees to be Christian role models includes, but is not limited to, drunkenness, adultery, illegal drug use, promiscuity or homosexual behavior or any other violation of the unique roles of male and female (*Romans 1:21-27, 1 Corinthians 6:9-20*). CHES Christian School believes that biblical marriage is limited to a covenant relationship between a man and a woman.

CHES Christian School's directors will maintain a lifestyle based on biblical standards of conduct. Failure to do so results in the dismissal/resignation/removal from employment through CHES Christian School. It is the goal of CHES Christian School that each employee will have a lifestyle that "is above reproach...and appear as lights in the world" (*Philippians 2:15*).

The undersigned has read, understands and agrees to the provisions of this Statement, including, but not limited to, his or her automatic dismissal/resignation or removal from employment through CHES Christian School for any change in his or her personal faith in conflict with the CHES Christian School's Beliefs, commitment to CHES Christian School's Educational Philosophy or any violation of the CHES Christian School Lifestyle Statement.

**MY SIGNATURE BELOW ATTESTS TO THE FACT THAT I HAVE READ, UNDERSTAND, AND AGREE TO ALL OF THE ABOVE TERMS.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

City/State: \_\_\_\_\_