

Regency Christian Academy

A Ministry of South Orlando Baptist Church
11513 South Orange Blossom Trail
Orlando, Florida, 32837
407-851-7270 rca@rcaschool.com

APPLICATION FOR EMPLOYMENT

Resumes may be attached but should not be submitted in lieu of information requested below.

Indicate possible position for which you are applying:

First Choice _____ Second Choice _____

PERSONAL INFORMATION

Date: _____ Name: _____
Month Date Year First Middle Last

Social Security No: _____ / _____ / _____ Phone No.: (Home) _____ (Cell) _____

If you have ever been known by a different name and additional information is necessary to enable a check of your work record, please explain: _____

Present Address _____
(If less than 2 years at present address) Street City State Zip

Previous Address _____
Street City State Zip

E-mail Address: _____

Are you over the age of 18? Yes No

Place of Birth _____

Sex: M or F

Name of Spouse: _____ Occupation _____

Names of Children: _____ Date of Birth: _____

What languages do you speak, read and write fluently? _____

How would you describe your general health? _____

Is your present state of health free of any contagious disease? Yes No If not, please describe:

Can you perform the necessary functions of the job with or without reasonable accommodation? Yes No

Have you ever been seriously injured? Yes No If yes, how? _____

Have you ever been treated for any mental, emotional or alcohol problems? Yes No

If so, please explain _____

Have you ever been convicted of any crime other than a minor traffic violation, or been involved in a child abuse or neglect court action or official investigation? Yes No If yes, please explain: _____

Have you ever been bonded? Yes No Have you ever been refused bond? Yes No
If yes, state reason and date: _____

SPIRITUAL INFORMATION

What church are you currently attending? _____

_____ City _____ Denomination _____ Pastor

Are you a member? Yes No How frequently do you attend? _____

Do you have personal assurance that you are a born-again Christian? _____

On what do you base your answer? _____

EMPLOYMENT INFORMATION

Are you a citizen of the United States? Yes No

If offered a position, you must provide proof that you are legally eligible to work in the United States. Can you furnish that proof? Yes No

Type of employment: _____ Full Time _____ Part Time _____ Temporary

If part time, what day or hours would you request? _____

Are there any hours, shifts or days you are not available to work? Yes No

If yes, please explain _____

Date available _____ Starting salary expected _____

Do you have reliable transportation to work? Yes No

Do you have any personal responsibilities or problems that may affect your daily attendance? Yes No

Have you ever applied for a job with us before? Yes No

Have you ever been discharged or requested to resign from a position? Yes No

If yes, please explain _____

Do you possess a teaching certificate? Yes No If yes, valid through _____

Organization issuing certificate _____

Areas of certification _____

Are you currently employed? Yes No

If yes:

- Does your present employer know of your plans to change employment? Yes No
- May we contact your present employer? Yes No
- Why do you desire to make a change? _____

- How much time have you lost from work during this past year? _____

NOTICE OF NON-DISCRIMINATION POLICY

Regency Christian Academy encourages and welcomes all individuals to apply for employment regardless of race, color or nationality. Regency Christian Academy does not discriminate on the basis of race, color or nationality in the administration of any program of the school.

Account for the last 3 employers. Start with the current or most recent position.

1. Company Name _____ Job Title _____
Address _____ Job Description: _____

Telephone No. _____ Dates Employed: _____
Starting Salary: _____
Ending Salary: _____
Supervisor's Name / Title: _____ Reason for Leaving: _____

If this was a teaching position, please advise:

Christian School [] Yes [] No Curriculum used: _____
Ages, grades and/or subjects taught _____

2. Company Name _____ Job Title _____
Address _____ Job Description: _____

Telephone No. _____ Dates Employed: _____
Starting Salary: _____
Ending Salary: _____
Supervisor's Name / Title: _____ Reason for Leaving: _____

If this was a teaching position, please advise:

Christian School [] Yes [] No Curriculum used: _____
Ages, grades and/or subjects taught _____

3. Company Name _____ Job Title _____
Address _____ Job Description: _____

Telephone No. _____ Dates Employed: _____
Starting Salary: _____
Ending Salary: _____
Supervisor's Name / Title: _____ Reason for Leaving: _____

If this was a teaching position, please advise:

Christian School [] Yes [] No Curriculum used: _____
Ages, grades and/or subjects taught _____

EDUCATIONAL INFORMATION

	SCHOOL / CITY, STATE	DATES ATTENDED	GRADUATION DATE	DEGREE / MAJOR
High School/				
University / College				
Business / Vocational				
Grad School				

Specialized training courses: _____

Are you planning to further your education? [] Yes [] No

If yes, when? _____

If you are presently enrolled in school, what are you studying? _____

DOCTRINAL / EDUCATIONAL PHILOSOPHY INFORMATION

Please read the "Statement of Doctrinal Beliefs" on the last page. Are you in agreement? [] Yes [] No

If no, please explain:

Is a regular time of personal prayer and devotions important to you? [] Yes [] No Why?

Why do you desire to teach at Regency Christian Academy?

SPECIAL TALENTS / MISCELLANEOUS EXPERIENCE

Have you ever held any positions of leadership that are relevant to your ability to perform the job for which you are applying? [] Yes [] No

If yes, state the organization and position held _____

Please state other experiences, skills, talents or qualifications which you feel strengthen your application _____

Please state other interests, such as hobbies or recreational activities: _____

REFERENCE INFORMATION

Please list the names and addresses of at least three people who have know you and are qualified to describe your character and background. Please do not list relative or previous employers.

NAME

ADDRESS

PHONE

To the best of my knowledge, I have truthfully answered every question and I give my permission to this administration to contact former employers, references, or institutions in regard to my character and background, fully realizing that any misrepresentation of the truth would result in my termination of employment.

Signature

Date

STATEMENT OF DOCTRINAL BELIEFS

Regency Christian Academy

(as in agreement with Constitution and Bylaws of South Orlando Baptist Church)

DOCTRINE OF THE BIBLE: We believe that the entire Bible, all 66 books of the combined Old and New Testaments are inspired by God and are inerrant in original writings. The work of God is the only infallible and authoritative rule of faith and practice. (II Timothy 3:16-17, II Peter 1:20-21)

DOCTRINE OF GOD: We believe that there is only one true and eternally existent God. He exists co-equally in three persons – God the Father, God the Son, and God the Holy Spirit. These three are the same in essence, but distinct in personality. (Isaiah 45:21, John 14:16, 26)

DOCTRINE OF JESUS CHRIST: We believe that Jesus Christ is the only begotten Son of God and the second Person of the Triune God. He was conceived by the Holy Spirit, born of a virgin, lived a sinless life and performed many miracles. We believe Jesus Christ died a substitutionary sacrifice on the cross to pay the debt for our sins, was buried, bodily resurrected and ascended to the right hand of God the Father. We believe He will return literally, visibly and personally in glory and power. (John 1:1-3, 14; Matthew 1:18-25; Philippians 2:5-9; I Corinthians 15:1-8, 17; Acts 1:9-11)

DOCTRINE OF THE HOLY SPIRIT: We believe that the Holy Spirit is the third Person of the Triune God. He is the chief convictor of sin, the chief agent of regeneration (regeneration meaning to cause to be born again or change from a natural to a spiritual state). The Holy Spirit is also the chief agent of sanctification (which means to be set apart). The Holy Spirit lives within every believer and empowers every believer to live a Godly life. (John 14:16-19; 16:7-15; I Corinthians 6:19-20; Romans 8:9-11; Titus 3:5)

DOCTRINE OF ANGELS: We believe that angels are spirit beings, which God has created. They are not the same beings as God or man, but instead a third type of being. Angels have a great and wide ministry, some of which are: ministering to Christian believers (Hebrews 1:14), bringing answers to prayers (Daniel 9:21-22, Acts 12:5-7), encouraging in times of danger (Acts 27:23-24) and helping to deliver in times of danger (Acts 5:19, 12:7-10).

DOCTRINE OF SIN: We believe that sin originated with Adam and Eve. This act resulted in the fall of all mankind; therefore, all people have sinned. We believe every person's sin incurs both physical and spiritual death until there is forgiveness and salvation by the grace of God. (Genesis 3:1-24; Romans 3:10-23; 5:12-21; 6:23)

DOCTRINE OF SALVATION: We believe that salvation of lost and sinful people is a free gift of God's grace apart from human works. We believe salvation is received only through faith in the Person and finished work of Jesus on the cross and His resurrection from death. (Ephesians 2:8-10, 11 Corinthians 5:21)

DOCTRINE OF THE CHURCH: We believe that the church is the body of Christ and the family of God. It is made up of saved and baptized believers, who regularly join together for worship, fellowship, and ministry. (Matthew 16:18; 1 Corinthians 12:12-14; Hebrews 10:25)

DOCTRINE OF EVANGELISM: We believe that it is the responsibility and privilege of every Christian to proclaim the good news of Jesus Christ and to seek to make growing disciples. (Matthew 28:18-20; Acts 1:8)

THE HOME: In addition to these important beliefs, we also believe that God has given the parents of the home the responsibility to bring up their children in the nurture and admonition of the Lord (Ephesians 6:4; Proverbs 22:6). We believe that a consistent and whole education will occur when home, church and school work closely together and are in agreement on the basic concepts of life.