



# CHRISTIAN ACADEMY OF WESTERN NEW YORK

## APPLICATION FOR EMPLOYMENT

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

Full Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

How long have you been at this address? \_\_\_\_ Do you have the legal right to work in the United States? \_\_\_\_

Has anyone ever brought or discussed bringing a civil or criminal claim against you alleging physical or sexual abuse? \_\_\_\_\_

If your application is considered favorably, on what date will you be available for work? \_\_\_\_\_

What prompted you to seek employment at the Christian Academy of Western New York? \_\_\_\_\_

Briefly describe why you feel you could be an asset to CAWNY? \_\_\_\_\_

What do you consider to be the single most important event in your life? \_\_\_\_\_

What do you consider to be the second most important event in your life? \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

### ***College or Technical Training:***

1. Degree Held: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

School Name and Address: \_\_\_\_\_

Majors and Number of Hours: \_\_\_\_\_

Minors and Number of Hours: \_\_\_\_\_

2. Degree Held: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

School Name and Address: \_\_\_\_\_

Majors and Number of Hours: \_\_\_\_\_

Minors and Number of Hours: \_\_\_\_\_

### ***Licensures/Certifications***

Do you hold or anticipate a New York State teaching certificate? \_\_\_\_\_ If "yes," please complete:

Type	Certificate Number	Expiration Date	Status

Please list any other endorsements and/or verifications on your Certificate(s): \_\_\_\_\_

Do you hold a current out-of-state certificate or any other certifications/endorsements such as from the Association of Christian Schools International (ACSI), the Association of Classical Christian Schools (ACCS), or Christian Teacher Training Association (CTTA)? \_\_\_\_\_, If "yes," please complete:

State/Organization	Type	Certificate Number	Expiration Date	Current?

### **Work Preference**

What type of work do you prefer? \_\_\_\_\_

What would be your second choice? \_\_\_\_\_

Please list any other job skills which you possess: \_\_\_\_\_

### ***Current Work Experience***

If presently employed, may we contact your employer? \_\_\_\_\_

Current employer email: \_\_\_\_\_ Current employer phone: \_\_\_\_\_

### ***Other Work Experience***

List all employers you have had during the last five years, starting with present or most recent employer:

1. Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Position: \_\_\_\_\_ Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

If a teaching position, list subjects taught: \_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

2. Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_  
Position: \_\_\_\_\_ Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
If a teaching position, list subjects taught: \_\_\_\_\_  
Employed from: \_\_\_\_ to \_\_\_\_ Reason for leaving: \_\_\_\_\_
3. Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_  
Position: \_\_\_\_\_ Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
If a teaching position, list subjects taught: \_\_\_\_\_  
Employed from: \_\_\_\_ to \_\_\_\_ Reason for leaving: \_\_\_\_\_

## Teaching Experience

### ***Public/Private Schools Experience***

1. School Name: \_\_\_\_\_  
Name of Principal: \_\_\_\_\_ Phone Number of Principal: \_\_\_\_\_  
School Address: \_\_\_\_\_  
Grade Taught: \_\_\_\_\_ Subject Taught: \_\_\_\_\_  
From: \_\_\_\_\_ to: \_\_\_\_\_ for a total of \_\_\_\_\_ years.
2. School Name: \_\_\_\_\_  
Name of Principal: \_\_\_\_\_ Phone Number of Principal: \_\_\_\_\_  
School Address: \_\_\_\_\_  
Grade Taught: \_\_\_\_\_ Subject Taught: \_\_\_\_\_  
From: \_\_\_\_\_ to: \_\_\_\_\_ for a total of \_\_\_\_\_ years.
3. School Name: \_\_\_\_\_  
Name of Principal: \_\_\_\_\_ Phone Number of Principal: \_\_\_\_\_  
School Address: \_\_\_\_\_  
Grade Taught: \_\_\_\_\_ Subject Taught: \_\_\_\_\_  
From: \_\_\_\_\_ to: \_\_\_\_\_ for a total of \_\_\_\_\_ years.

State briefly your philosophy of Christian education: \_\_\_\_\_

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### References

Church currently attending: \_\_\_\_\_ Pastor's Name: \_\_\_\_\_

Address of church: \_\_\_\_\_ Phone Number: \_\_\_\_\_

List below three people who are well acquainted with you, not including relatives, former teachers or employers:

1. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

3. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

The facts set forth on all four pages of my application are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not, and is not intended to be, a contract of employment, nor does this application obligate the Academy in any way if the Academy decides to employ me. I understand that my employment is on an at-will basis.

I authorize you to make such investigations and inquiries into my personal, employment and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools or people from all liability in responding to inquiries in connection with my application.

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