

EXCELLENCE CHRISTIAN SCHOOL
10675 Crain Highway
Upper Marlboro, Maryland 20772
(301) 372-3580

EMPLOYMENT APPLICATION

1. Personal Data:

Mr./Ms./Dr.

Last	First	MI	SS#
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Current Address

Number and Street	City	State	Zip Code
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Home Phone	Work Phone	Cell Phone
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Birth Date (mm/dd/yyyy)

2. Position Applying for:

- | | |
|---|---|
| <input type="checkbox"/> Pre-K 4 Teacher | <input type="checkbox"/> Middle/High School Science Teacher |
| <input type="checkbox"/> Kindergarten Teacher | <input type="checkbox"/> Middle/High School Math Teacher |
| <input type="checkbox"/> 1st Grade Teacher | <input type="checkbox"/> Teacher Assistant |
| <input type="checkbox"/> 2 nd Grade Teacher | <input type="checkbox"/> Substitute |
| <input type="checkbox"/> 3 rd Grade Teacher | <input type="checkbox"/> After Care |
| <input type="checkbox"/> 4 th Grade Teacher | <input type="checkbox"/> Counselor |
| <input type="checkbox"/> 5 th Grade Teacher | <input type="checkbox"/> Food Service Manager |
| <input type="checkbox"/> 6 th Grade Teacher | <input type="checkbox"/> Food Service Assistant |
| <input type="checkbox"/> Middle/High School History Teacher | |
| <input type="checkbox"/> Middle/High School Language Arts Teacher | |

Would you accept less than a full-time employment? Yes___ No___

3. Are you presently under contract with another school system? Yes___ No___

If yes, which school system? _____

Have you ever been dismissed or asked to resign? Yes___ No___

If yes, please explain in full detail on a separate sheet of paper and return with this application.

Have you ever been convicted or plead guilty to a crime? Yes___ No___

If yes, please explain _____

Health Conditions: General Condition _____

Physical Defects or Handicaps _____

Chronic Ailments (Circle): Allergies Bad Back Diabetes Heart Disease
High Blood Pressure Others: _____

Church Affiliation: _____

Pastor's Name: _____

4. Educational Background

Name of Schools Attended	City & State	Type of Degree	Month/Year
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High School

College or University

Graduate Program

5. Certification (Please enclose copy of valid certificate)

Do you have a Maryland Certificate? Yes___ No___

Please list area(s) of certification _____

Do you have any other state certificate(s) currently valid? Yes___ No___

Please list area(s) of certification _____

Do you have any other professional licenses or certificates? Yes___ No___

6. If applying for a teaching position, indicate student teaching, practicum and experience: _____

7. **Military Service:** Branch _____ Years of full- time served: _____

8. **Teaching/Professional Experience:** (Do not include student teaching or substitute teaching.) List professional experience chronologically, beginning with the most recent experience. Please be sure of accuracy of dates. Verification will be required.

Name Of School	Address & Phone#	Grade & Subject	From Mo./Yr.	To Mo./Yr.	Reason For Leaving	Principal/ Supervisor

9. **Related Work Experience:**

Employer Name & Address	Position	Date		Reason for Leaving
		From	To	

10. Professional References: Please provide three professional references under whom you have worked for and others who have knowledge of your character, personality and ability to perform your daily tasks. You may use the following, (College professors, student teacher coordinator, cooperating teachers, school administrators or supervisors). Personal references are not acceptable. It is required that you provide written references from the names you have listed in one of the following ways: copies of evaluations, reference forms or letters of recommendations.

Name	Title	Address	Phone

11. Are you a citizen of the United States? Yes ___ No ___

12. What special school activities are you willing and able to direct?

Football___ Baseball___ Tennis___ Soccer___
 Basketball___ Track___ Volleyball___ Yearbook___
 Debate___ Newspaper___ Swimming___
 Cross Country___ Choir___ Student Council___
 Drama___ Gymnastics___ Other___

13. On a separate sheet of paper give a brief account of your **Christian Experience.** Please include your involvement in your Church. Please state why you want to work at this Christian school, including what talents and skills you have that will benefit the school.

14. Transcripts: A copy of your transcript(s) from the colleges/universities you have attended should be included with your application. An official transcript mailed from the institution will be required once employment is offered.

15. Applicant’s Statement: The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you information regarding my character, medical history, employment and any other related information.

Applicant’s Signature:

Date:
