



# THE CONNECTION SCHOOL *of Houston*

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## EMPLOYMENT APPLICATION

We appreciate your interest in The Connection School of Houston. Before you are considered for employment, please submit the following:

- This Completed Employment Application;
- Completed Authorization for Background Check
- Copy of All College Transcripts (not required for Substitute Teachers)
- Copy of Any Certifications Held (not required for Substitute Teachers)
- (Optional) Resumé, Curriculum Vitae, or Cover Letter

Once these have been received and a position is available for which you may be qualified, we will arrange a personal interview. If we have continued interest in your candidacy, we will contact your references and may ask you for a second interview. Additional information and documentation may be required before employment is offered. The Connection School of Houston is an equal opportunity employer and does not discriminate against any applicant or employee because of race, color, sex, national origin, disability, age, or military or veteran status in accordance with federal law.

### GENERAL INFORMATION

Date of Application: \_\_\_\_\_ Date Available: \_\_\_\_\_

Full Name (First Middle Last): \_\_\_\_\_

Driver's License State & Number: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Are you legally authorized to work in the United States? \_\_\_\_\_ Are you over the age of 18? \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Preferred Email Address: \_\_\_\_\_

Current Street Address: \_\_\_\_\_

Current City, State and Zip: \_\_\_\_\_

Please list any additional addresses where you have resided at any time during the past three years:

Dates: \_\_\_\_\_

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

Dates: \_\_\_\_\_

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

Dates: \_\_\_\_\_

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

Why do you want to work at The Connection School of Houston?

What do you know about Christian Classical Education?

**AREAS OF INTEREST**

Full-Time.  Part-Time.  Seasonal/Temporary |  Faculty  Staff  Substitute

Faculty:

Grade Preference:  Elementary (K-5<sup>th</sup>)  Junior High (6<sup>th</sup>-8<sup>th</sup>)  High School (9<sup>th</sup>-12<sup>th</sup>)

Subject Preference: \_\_\_\_\_

Staff:

Athletics  Office  Other (Specify): \_\_\_\_\_

Sports/Activities or Office/Administrative Preference(s): \_\_\_\_\_

**PROFESSIONAL QUALIFICATIONS**

Degrees Earned	Major/Minor	Issuing Institution

Certifications Earned	Level	Issuing Agency

Please describe any special skills or abilities that would be beneficial to your position:

Please describe any professional awards, honors, or recognitions you have received:

Please describe any extracurricular activities you are involved in and note any leadership positions held:

### **SPIRITUAL LIFE**

Briefly explain your testimony of faith in Jesus Christ as Lord and Savior:

Describe how your faith impacts your day-to-day lifestyle:

Describe your involvement and commitment to a local church body:

The Connection School of Houston is committed to the following Mission Statement:

- The Connection School of Houston exists to be a Christian community committed to discipling children to love God with all of their hearts, souls, and minds, and to love others as themselves. (Matthew 22:37-40)

Do you agree completely with The Connection School's Mission Statement?

The Connection School of Houston adheres to the following Statement of Faith and Biblical Affirmations in carrying out its mission:

- We believe the Bible to be inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).
- We believe that there is one God, eternally existent in three persons – Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
- We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His resurrection (John 11:25, 1 Corinthians 15:4), His ascension to the right hand of the Father (Mark 16:19), and His personal return in power and glory (Acts 1:11, Revelation 19:11).
- We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and that people are justified on the single ground of faith in the shed blood of Christ, and that only by God's grace and through faith are we saved (John 3:16-21; John 5:24; Romans 3:23, 5:8, 9; Ephesians 2:8-10; Titus 3:5).
- We believe in the resurrection of both the saved and lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (John 5:28, 29).
- 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).
- 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).
  
- We affirm that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Ps 139.)
- We affirm that the term marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We affirm that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18, 7:2-5; Hebrews 13:4). We affirm that God's command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.
- We affirm that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26-27).

Do you agree completely with The Connection School's Statement of Faith and Biblical Affirmations?

## EMPLOYMENT HISTORY

Please list your three most recent employers beginning with the most recent:

1. Company Name & Location: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ Position Held: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

Supervisor's Phone & Email: \_\_\_\_\_

Primary Responsibilities & Major Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

2. Company Name & Location: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ Position Held: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

Supervisor's Phone & Email: \_\_\_\_\_

Primary Responsibilities & Major Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

3. Company Name & Location: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ Position Held: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

Supervisor's Phone & Email: \_\_\_\_\_

Primary Responsibilities & Major Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Have you ever been terminated, suspended, or asked by an employer to resign? If so, please explain.

## REFERENCES

Please list three personal references, the first one being a reference to your spiritual character and the second and third ones being references to your professional character.

1. Name: \_\_\_\_\_  
Relationship to Applicant: \_\_\_\_\_ Years Known: \_\_\_\_\_  
Position/Title: \_\_\_\_\_ Company/Organization: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_

2. Name: \_\_\_\_\_  
Relationship to Applicant: \_\_\_\_\_ Years Known: \_\_\_\_\_  
Position/Title: \_\_\_\_\_ Company/Organization: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_

3. Name: \_\_\_\_\_  
Relationship to Applicant: \_\_\_\_\_ Years Known: \_\_\_\_\_  
Position/Title: \_\_\_\_\_ Company/Organization: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_

**PLEASE READ CAREFULLY BEFORE SIGNING APPLICATION**

I have submitted the attached form to The Connection School of Houston for the purpose of obtaining employment. I acknowledge that the use of this form, and my filling it out, does not indicate that any positions are open, nor does it obligate The Connection School of Houston to further process my application.

My signature below attests to the fact that the information that I have provided on my application, resume, given verbally, or provided in any other materials, is true and complete to the best of my knowledge and also constitutes authority to verify any and all information submitted on this application. I understand that any misrepresentation or omission of any fact in my application, resume or any other materials, or during any interviews, can be justification for refusal of employment, or, if employed, termination from The Connection School of Houston’s employ.

I also affirm that I have not signed any kind of restrictive document creating any obligation to any former employer that would restrict my acceptance of employment with The Connection School of Houston in the position I am seeking.

***I understand that this application is not an employment contract for any specific length of time between The Connection School of Houston and me, and that in the event I am hired, my employment will be “at will” and either The Connection School of Houston or I can terminate my employment with or without cause and with or without notice at any time. Nothing contained in any handbook, manual, policy and the like, distributed by The Connection School of Houston to its employees is intended to or can create an employment contract, an offer of employment or any obligation on The Connection School of Houston’s part. The Connection School of Houston may, at its sole discretion, hold in abeyance or revoke, amend or modify, abridge or change any benefit, policy practice, condition or process affecting its employees.***

References: I hereby authorize The Connection School of Houston and its agents to make such investigations and inquiries into my employment and educational history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools, and other persons from all liability in responding to inquires connected with my application and I specifically authorize the release of information by any schools, businesses, individuals, services or other entities listed by me in this form. Furthermore, I authorize The Connection School of Houston and its agents to release any reference information to clients who request such information for purposes of evaluating my credentials and qualifications.

Temporary/Contract Employment: If employed as a temporary or contract employee, I understand that I may be an employee of The Connection School of Houston and not of any client. If employed, I further understand that my employment is not guaranteed for any specific time and may be terminated at any time for any reason. I further understand that a contract will exist between The Connection School of Houston and each client to whom I may be assigned which will require the client to pay a fee to The Connection School of Houston in the event that I accept direct employment with the client, I agree to notify The Connection School of Houston immediately should I be offered direct employment by a client (or by referral of the client to any subsidiary or affiliated company), either for a permanent, temporary (including assignments through another agency), or consulting positions during my assignment or after my assignment has ended.

Applicant Name: \_\_\_\_\_

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

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