

# Algoma Christian School

*Not to us, O Lord, not to us but to your name be the glory" Psalm 115:1*

## EMPLOYMENT APPLICATION FOR WEE KNIGHTS CHILD DEVELOPMENT CENTER

Application date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Date available: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Full time \_\_\_\_ Part time \_\_\_\_

Thank you for your interest in Algoma Christian School Wee Knights Child Development Center. We invite you to fill out this initial application and return it to our daycare office. If an opening occurs for which it appears you may qualify, we will arrange for a personal interview and contact your references.

We realize that the key to a successful child development center is its staff. We seek to employ only those who are professionally qualified, who really love children, and who, by the pattern of their lives, exemplify Christ.

### I. Applicant's name and address

Full name: Miss ( ) Mrs. ( ) Mr. ( ) \_\_\_\_\_

Birth Date: \_\_\_\_\_ Email address: \_\_\_\_\_

SS# \_\_\_\_\_ Driver's License # \_\_\_\_\_

Present address: \_\_\_\_\_

Phone: Days (\_\_\_\_) \_\_\_\_\_ Evenings (\_\_\_\_) \_\_\_\_\_

How long have you lived at the above address? \_\_\_\_\_

### II. Personal Information

*Special Abilities:* Please list activities that you would be capable of and willing to direct.

\_\_\_\_\_  
\_\_\_\_\_

*Finances:* Salary requirements: \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor? (Explain) \_\_\_\_\_

Do you currently have fingerprints on file at KISD? \_\_\_\_\_

**IV. Christian Background**

*Bible* Do you believe the Bible to be the only inspired and infallible Word of God, our final authority in all matters of faith, conduct, and truth?  
Yes \_\_\_\_\_ No \_\_\_\_\_

*Statement of faith* Please carefully read our Statement of Faith and indicate below your degree of support.

\_\_\_\_\_ I fully support the statement as written without mental reservations.

\_\_\_\_\_ I support the Statement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

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

*Church* Denominational preference \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

*Service* In what church activities are you regularly involved ? \_\_\_\_\_

**V. Professional Qualifications**

*Formal Training* What degree or degrees do you hold?

Degree	Date received	Issuing institution
_____	_____	_____
_____	_____	_____

Your major(s) \_\_\_\_\_

Your minor(s) \_\_\_\_\_

*Child Care*

*Experience* Number of years working in a Child care setting: \_\_\_\_\_

Sequentially list your Child care experience with the most recent first.

Location	Ages	Dates
_____		
_____		
_____		

*Other Experience*

List other work experiences that may have significance for the position for which you are applying.

Place	Type of work or experience	Dates
_____		
_____		
_____		

**VI. Personal References**

(Please do not list family members as references unless they are your pastor or supervisor.)

Give three references who are qualified to speak of your spiritual experience and Christian service. Please include the person's name, complete address, phone number, and position.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**VII. General Philosophies**

On separate paper please label and write concise answers in one or two paragraphs each of the questions below.

1. Why do you wish to work in a Christian child development center?
2. What is your philosophy of discipline and your attitude toward physical punishment?
3. What areas do you feel are your strengths? Weaknesses?

**VIII. Personal Interests**

List any memberships, volunteer activities, offices, and honors obtained in:

High school \_\_\_\_\_  
\_\_\_\_\_

College \_\_\_\_\_  
\_\_\_\_\_

Current \_\_\_\_\_  
\_\_\_\_\_

List your hobbies and personal interests. \_\_\_\_\_  
\_\_\_\_\_

**IX. Applicant's Certification and Agreement**

I understand that Wee Knights Child Development Center does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, or handicap. I further understand that any offer of employment is conditioned on the proof of legal authority to work in the U.S.

I hereby certify that the facts set forth in this initial application and all attachments are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of fact during any phase of the hiring process may prevent me from being hired or if hired may subject me to immediate dismissal.

I authorize Wee Knights Child Development Center to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize the release and giving of any performance reviews, and personal references. I release any person, organization, or company from liability or damage which may result from furnishing the information requested. I further waive the right to ever personally view any references given to Wee Knights Child Development Center.

I further certify that I have carefully read and do understand the above statements.

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Signature of applicant

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Date

*PO Box 220 ~ 14471 Sparta Avenue ~ Kent City MI 49330 ~ (616) 678-5399~ Fax (616) 678-7484*  
[www.algomachristian.net](http://www.algomachristian.net)

# *Algoma Christian School*

*P.O. Box 220 – 14471 Sparta Avenue – Kent City MI 49330 – (616) 678-7480 – Fax (616) 678-7484*

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## **Statement of Faith:**

1. We believe the Bible to be the only inspired, infallible, authoritative Word of God.
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal visible return in power and glory.
4. We believe that man was created by God in His own image, that he sinned and thereby incurred physical, spiritual, and eternal death. Consequently all human beings are born with a sinful nature and by choice are therefore under condemnation.
5. We believe that those who repent and forsake sin and trust Jesus Christ as Savior are regenerated by the Holy Spirit and become new creatures, delivered from condemnation and receive eternal life.
6. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life.
7. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
8. We believe that heaven and hell are definite places.
9. We believe in the Spiritual unity of believers in our Lord Jesus Christ.
10. We believe in the literal interpretation of the Book of Genesis in the description of creation. We believe that the world and everything in it was created in six days. We further believe that these were literal 24-hour days, and that there were no evolutionary processes active. We believe that every species of plant, animal, bird and fish, were created in a complete form. While mutation and environment have modified species over time, these species were complete in the original creation. We further believe that man was also created as a complete and perfect being unlike all other created beings. He is not a descendent of any other species that God created.

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## EMPLOYMENT APPLICATION FOR WEE KNIGHTS CHILD DEVELOPMENT CENTER

*PASTOR’S REFERENCE for WEE KNIGHTS CHILD DEVELOPMENT CANDIDATE*

\_\_\_\_\_ is being considered for a child care position at Algoma Christian School. We value a pastor’s perspective. Please return this as soon as possible so we can complete the application process. We have enclosed a stamped, self-addressed envelope for your convenience. Thank you for your time.

Church Name \_\_\_\_\_

Pastor’s Name \_\_\_\_\_ Phone # \_\_\_\_\_

1. How long have you known this individual? \_\_\_\_\_
2. Is this individual a member in good standing of your church? \_\_\_\_\_ How long? \_\_\_\_\_
3. How often does this individual attend? \_\_\_\_\_
4. How does this individual work as a team member? \_\_\_\_\_

5. Please describe this individual’s attitude and willingness to accept and follow through with directions given by leadership.

\_\_\_\_\_  
\_\_\_\_\_

6. Do you know of any situation that has hindered this individual’s ministry at your church? Please discuss it briefly.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. What do you see as this individual's strengths?

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Weaknesses:

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8. Why would you recommend this individual for a position at Wee Knights child development center?

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9. Please describe how you have observed this individual working with children, in what area of ministry, and at what age level.

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10. Do you consider this individual to be an appropriate Christian role model? Yes \_\_\_ No \_\_\_

Please explain your response: \_\_\_\_\_

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11. Additional Comments:

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12. May we contact you if we have additional questions regarding this individual? Yes \_\_\_ No \_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_



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