



12928 Ladue Road
St. Louis, MO 63141
p (314) 434-4349
f (314) 434-0047

Employment Application

NAME: _____ Date: _____
(first) (last)

PRIMARY PHONE #: _____ ALTERNATE PHONE # _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

E-MAIL ADDRESS: _____ CHURCH MEMBERSHIP: _____

POSITION APPLIED FOR: Faculty: _____ Aide: _____ Other: _____

- YES or NO Can you provide proof that you are legally authorized to work in the U.S.?
- YES or NO Have you ever been bonded?
- YES or NO Have you ever worked for Kirk Day School?
- YES or NO Have your ever been discharged or requested to resign from a position?
- YES or NO Have you ever been convicted of a felony?

Kirk Day School requires membership in good standing in a denomination, which embraces biblical reformed doctrine as set forth in the Westminster Confession of Faith Catechisms. If you have questions about your eligibility under this requirement, please contact the school office before completing this application.

SECTION: A RECORD OF TRAINING

NAME OF SCHOOL ATTENDED	How Long Did You Attend?	Degree Received	College Major	College Minor
HIGH SCHOOL				
COLLEGE OR UNIVERSITY				

Have you taken the National Teacher's Exam? _____ If yes, what was your score: _____

Do you hold a teaching certificate? _____ Who issued certificate? _____

Area(s) of certification: _____

Granted (date): _____ Expires: _____

List all the post-graduate courses (with grades) you have taken and/or professional development in which you have participated in the last three years.

CLASS	GRADE	CLASS	GRADE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SECTION B: RECORD OF EXPERIENCE

NAMES OF SCHOOLS IN WHICH YOU HAVE TAUGHT	Was This an Independent School?	GRADES OR COURSES TAUGHT	From	To	Number of Years in School

SECTION C: REFERENCES

- Professional (including current Principal)

NAME	OCCUPATION	ADDRESS AND PHONE NUMBER

- Character (Pastor)

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Please send one of the evaluation forms to each person unless you are a first year teacher. Instruct them to send the evaluation form directly to Kirk Day School. Please have a copy of your transcript(s) sent directly to the school.

QUESTIONS

SECTION D:

1. Give a brief testimony of your faith. Include who Jesus Christ is and what part He plays in your life.
2. Why do you desire to teach at Kirk Day School?

SECTION E: (To be completed by Teaching applicants only, not aides)

1. What is your philosophy of education? How is this reflected in your teaching as an educator?
2. Why are you a teacher?
3. What is your view of the Bible? What part does this knowledge play in your life?

4. What do you feel are your greatest strengths as a teacher?

5. Do you have interests, hobbies or talents which would contribute to your effectiveness as a teacher?

SECTION F:

DISCLAIMER AND SIGNATURE

I certify that the information I have provided to Kirk Day School in this Application for Employment is true and complete to the best of my knowledge and I understand that, if hired by Kirk Day School, falsified statements or misrepresentation on this application shall be grounds for immediate dismissal.

I authorize investigation of all information, provided in this application and that references and employers listed, to give Kirk Day School any and all information concerned my previous employment any pertinent information they may have, personal or otherwise, and release Kirk Day School from all liability for any damage that may result from utilization of such information.

I hereby acknowledge that any employment relations with Kirk Day School is of an "at will" nature, which means that the Employee may resign at any time and Kirk Day School may discharge Employee at any time with or without cause. It is further understood this "at will" employment relationship may not be changed by any written document unless such change is specifically acknowledged in writing by an authorized executive of Kirk Day School.

Signature

Date

Upon completion, submit the application to contact@kirkdayschool.org.