



BETHEL MINISTRIES, INC.

Bethel Assembly of God
9001 Vollmerhausen Road Jessup, MD 20794
P.O. Box 416 Savage, MD 20763
(301) 498-3344 (410) 792-8334 FAX (301) 490-0153
churchoffice@teambethel.org www.bethelassembly.org

Bethel Christian Academy
8455 Savage Guilford Rd.
P.O. Box 466 Savage, MD 20763
Main Office (301) 725-4673
www.bethelchristianacademy.com

APPLICATION FOR EMPLOYMENT

We deeply appreciate your interest in seeking employment with Bethel Ministries, Inc. A clear understanding of your background and work history will aid us in placing you in the position that best meets our needs and your qualifications. Complete and return this form as soon as possible.

Personal Information

(Please Print Clearly.)

Full Name: _____
(First) (M.I.) (Last)

Application Date: ____ / ____ / ____ Date available: ____ / ____ / ____

Present Address: _____

City _____ State _____ Zip code _____

Home Telephone # _____ Cell Phone #: _____

Email address: _____ Facebook _____

Have you ever applied/worked at this ministry before? ☐ YES ☐ NO If yes,

When? _____ What Position? _____

Membership/Participation in a local Church:

Name of Church: _____ Date of Conversion: _____

Pastor: _____ Denomination: _____

Are you presently a member in good standing? _____ Years at Current Church: _____

Please also verify your eligibility to work in the United States.

Are you legally eligible to work in the United States? ☐ YES ☐ NO

POSITION DESIRED

Would you prefer to work? ☐ Full Time ☐ Part Time ☐ Temporary ☐ Substitute

Position applied for:

- () Office Staff () Finance () Custodial () Maintenance
() Pastoral () School Administrator () Extended Care () Kitchen
() Preschool Teacher () Elementary Teacher () Middle School Teacher
() Instructional Aide () Coach (volunteer)

Referred by: Name: _____ Phone: _____

Are you Currently Employed? () Yes () No Where: _____

Position Held: _____

Please list any additional information that relates to your ability to perform the job for which you have applied, such as special training, machine operations, hobbies, languages, etc.

Have you been convicted of a felony within the past 7 years? ☐ YES ☐ NO

If yes, please explain: _____

(Conviction will not necessarily disqualify applicant for employment)

PROFESSIONAL QUALIFICATIONS

School Administrator's/Teacher/Teacher's Assistant: Please attach copies of all post-secondary transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file. List all degrees that you hold below.

Do you hold a degree from any of the following?

High School () Yes () No If no, years completed _____

2 Year College () Yes () No If no, years completed _____ **Name of School** _____

4 year College () Yes () B.A () B.S. () No If no, # of years completed _____

Name of School _____ **Degree** _____

Master's Program () Yes () No If no, # of years completed _____ **Name of School** _____

Degree _____

Doctoral Program () Yes () No If no, # of years completed _____ **Name of School** _____

Degree _____

For Administrator/Teacher/Teacher's Assistant Positions: (If applying for other positions skip to "Work Experience".)

Do you have an ACSI Teaching Certificate? () Yes () No

If yes, what level? _____ What kind? _____ Expires: _____

Praxis Certification(s) () Yes () No If yes, what certifications do you hold?

Have you taught the following? If so, what subject(s)?

ACSI () yes () no Subjects: _____

ABeka () yes () no Subjects: _____

Saxon Math () yes () no Subjects: _____

Shurley Grammar () yes () no Subjects: _____

Bob Jones () yes () no Subjects: _____

WORK EXPERIENCE

Please start with your current or most recent employer and work backwards for the past seven (7) years. If necessary, you may make copies of this page.

1. Employer's Name: _____ Phone #: _____

Address: _____

Position Held: _____ Employed From: _____ To: _____

Supervisor's Name: _____ Phone #: _____

Reason for leaving: _____

2. Employer's Name: _____ Phone #: _____

Address: _____

Position Held: _____ Employed From: _____ To: _____

Supervisor's Name: _____ Phone #: _____

Reason for leaving: _____

3. Employer's Name: _____ Phone #: _____

Address: _____

Position Held: _____ Employed From: _____ To: _____

Supervisor's Name: _____ Phone #: _____

Reason for leaving: _____

4. Employer's Name: _____ Phone #: _____

Address: _____

Position Held: _____ Employed From: _____ To: _____

Supervisor's Name: _____ Phone #: _____

Reason for leaving: _____

Does your present employer know of your plans to change? ☐ YES ☐ NO

We will be contacting your current and previous employers. If you do not wish us to contact your employers, please indicate why below.

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names?

CHRISTIAN BACKGROUND

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

STATEMENT OF FAITH

1. We believe in the scriptures of the Old and New Testaments as verbally inspired by God, and inerrant in the original writings; that they are of supreme and final authority in faith and life. (II Tim. 3:16,17; II Peter 1:20,21; Matt. 5:18; John 16:12,13)
2. We believe in one God, eternally existing in three persons - Father, Son, and Holy Spirit. (Ps. 83:18; Ex. 15:11; Mark 12:30; II Cor. 13:14; John 10:30; John 17:5,10; Phil. 2:5,6; Eph. 1:3-14)
3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the virgin Mary, and is true God and true man. (John 1:12,14; Luke 1:35)
4. We believe that man was created in the image of God, and that he sinned. He thereby incurred not only physical death but also spiritual death, which is separation from God, and that all human beings are born with a sinful nature, and in the case of those who reach moral responsibility become sinners in thought, word, and deed. (Gen. 1:26,27; Rom. 3:22,23; 5:12; Eph. 2:1-3,12)
5. We believe that God created mankind in His image, male and female (Gen. 1:27, Gen. 5:2) and 18-24, 1 Corinthians 7:1-5, Mark 10: 6-9, Romans 1 1:24-27) according to his word, marriage is a sacred union between one man and one woman (Gen. 2:18-24, 1 Corinthians 7:1-5, Mark 10:6-9, Romans 1:24 -27) and all sexual activity should only occur in that union.
6. We believe that the Lord Jesus Christ died for our sins according to the scriptures as a representative and substitutionary sacrifice, and that all who believe in Him are justified on the grounds of His shed blood. (Rom. 3:24,25; I Peter 2:24; Eph. 1:7; I Peter 1:3-5)
7. We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven, and in His present life there for us, as High Priest and Advocate. (Acts 1:9,10; Heb. 9:24; 7:25; Rom. 8:34; I John 2:1,2)
8. We believe in the local church, which was established by Jesus Christ. We believe in water baptism by immersion, as a public confession of our identification with Christ. (Acts 14:27; 20:17, 28-32; I Tim. 1:1-13; Titus 1:5-11; Heb. 20:25; Acts 2:41,42; I Cor. 1:2)
9. We believe in "that blessed hope", the personal, premillennial, and imminent return of our Lord and Savior, Jesus Christ. (I Thess. 4:13-18; Zech. 14:4-11; Rev. 19:11-16; 20:1-6; I Thess. 1:10; 5:9; Rev. 3:10)
10. We believe in the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved, and the everlasting conscious punishment of the lost. (Matt. 25:46; John 5:28,29; 11:25,26; Rev. 20:5,6,12,13)

PLEASE CHECK ONLY THE BOX THAT APPLIES TO THE STATEMENT OF FAITH ABOVE.

☐ **I fully support the Statement as written without mental reservations.**

☐ **I have reservations regarding the area(s) listed and explained on a separate sheet of paper.**

The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Do you believe the Bible to be the **ONLY** inspired and infallible Word of God, our authority in all matters of faith, truth, and conduct? ☐ YES ☐ NO

ACKNOWLEDGEMENT (please read carefully)

I hereby certify that the information contained in this application form and in any attachments (hereafter made a part of this application) is true and correct to the best of my knowledge and agree to have any of the statements checked by the organization unless I have indicated to the contrary. I authorize the references listed above to provide the school any and all information concerning my previous employment and any pertinent information that they may have. Furthermore, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to the school as well as from the use or disclosure of such information by the organization or any of its agents, employees, or representatives. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer, or, if I am hired, in my dismissal from employment.

Applicant's Signature

Date

Please share your testimony of when and under what circumstances you were born-again.

Please share why you would like to work for Bethel Ministries and what assets you believe you would bring.

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that **Bethel Ministries, Inc.** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I authorize **Bethel Ministries, Inc.** to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize **Bethel Ministries, Inc.** to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose to **Bethel Ministries, Inc.** any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I hereby release **Bethel Ministries, Inc.**, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to **Bethel Ministries, Inc.**

I authorize **Bethel Ministries, Inc.** to conduct a criminal records check. I understand and agree that any offer of employment that I may receive is conditioned upon the receipt of background information, including criminal background information and MVA records. **Bethel Ministries, Inc.** may refuse employment or terminate conditional employment if they deem any background information unfavorable or that it could reflect adversely on them or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

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

Signature of Applicant

Date

REFERENCES

PROFESSIONAL:

1. **Name:** _____ **Phone #** _____

E-Mail: _____ **Address:** _____

2. **Name:** _____ **Phone #** _____

E-Mail: _____ **Address:** _____

3. **Name:** _____ **Phone #** _____

E-Mail: _____ **Address:** _____

PERSONAL:

1. **Name:** _____ **Phone #** _____

E-Mail: _____ **Address:** _____

2. **Name:** _____ **Phone #** _____

E-Mail: _____ **Address:** _____

3. **Name:** _____ **Phone #** _____

E-Mail: _____ **Address:** _____
