



KINGSWAY ACADEMY

P O Box N4378 | Nassau, The Bahamas | T: (242) 324-6269 / 324-6887 | F: (242) 364-2726 | E: employment@kingswayacademy.edu.bs

EMPLOYMENT APPLICATION (REV 01/12)

POSITION APPLYING FOR: _____ TODAY'S DATE: (D/M/Y) _____

PLEASE SUBMIT THIS APPLICATION ALONG WITH THE FOLLOWING:

- Your Photograph
 Resume
 Three Written References (One must be from your Pastor)
 Police Record
 College Transcript
 Health Certificate

PERSONAL INFORMATION

NAME: _____	DATE OF BIRTH: (D/M/Y) _____										
PLACE OF BIRTH: _____	GENDER: MALE _____ OR FEMALE _____										
MARITAL STATUS: _____	NATIONALITY: _____										
DEPENDANTS: _____	ADDRESS: _____										
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NATIONAL INSURANCE #: _____	POSTAL ADDRESS: _____										
TELEPHONE CONTACT: (H) _____ (C) _____	EMAIL ADDRESS: _____										

NON-TEACHING:	TEACHING: <small>(Please circle one)</small> ELEMENTARY or HIGH SCHOOL
SPECIFY: _____	SUBJECT PREFERENCE: (1) _____
SALARY DESIRED: \$ _____	(2) _____
	(3) _____
DATE YOU CAN START: _____	
WILL YOU WORK OVERTIME IF REQUIRED? YES _____ NO _____	

EMPLOYMENT DESIRED

EDUCATION

	NAME OF SCHOOL	CIRCLE LAST YEAR COMPLETED	SUBJECT/DEGREE
HIGH SCHOOL		1 2 3 4 5 6	
COLLEGE		1 2 3 4 5 6	
GRADUATE SCHOOL		1 2 3 4	
POST GRADUATE SCHOOL		1 2 3 4	
TRADE SCHOOL		1 2 3 4	

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK: _____

DO YOU HOLD A TEACHING CERTIFICATE? YES _____ NO _____

IF YES, PLEASE GIVE NAME OF INSTITUTION: _____

EMPLOYMENT/EXPERIENCE

FORMER EMPLOYERS: PLEASE LIST BELOW YOUR LAST FOUR (4) EMPLOYERS, **STARTING** WITH THE LAST ONE FIRST

DATE MONTH & YEAR	NAME & ADDRESS OF EMPLOYER	SALARY (per month)	POSITION	REASON FOR LEAVING

REFERENCES

GIVE THE NAME OF YOUR CHURCH PASTOR AND THE NAMES OF TWO OTHER PERSONS **NOT RELATED TO YOU**, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR AND CAN SPEAK OF YOUR CHARACTER AND TRAINING.

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED

DO YOU HAVE ANY PHYSICAL CONDITION WHICH LIMITS YOUR ABILITY TO PERFORM THE JOB APPLIED FOR? YES _____ NO _____

CONDITION OF YOUR HEALTH: EXCELLENT _____ GOOD _____ FAIR _____ POOR _____

PHYSICAL RECORD

GENERAL INFORMATION

HOBBIES	EXTRA CURRICULAR ACTIVITIES	SPECIAL TALENT/GIFT

WHAT DO YOU CONSIDER YOUR GREATEST ASSET? _____

WHAT DO YOU CONSIDER YOUR GREATEST WEAKNESS? _____

SPIRITUAL QUALIFICATIONS

KINGSWAY ACADEMY IS AN EVANGELICAL, NON-DENOMINATIONAL CHRISTIAN SCHOOL. ONLY TEACHERS/WORKERS WHO CAN AFFIRM THE PERSON AND TEACHING OF JESUS

ARE YOU A BORN-AGAIN CHRISTIAN ACCORDING TO ROMANS 10:9? YES ____ NO ____	NAME OF CHURCH: _____
DENOMINATIONAL PREFERENCE: _____	NUMBER OF YEARS IN ATTENDANCE: _____

CHRIST, AND ENDORSE WITHOUT RESERVATION OUR STATEMENT OF FAITH AND WHO ARE PREPARED TO COMPLY WITH OUR STANDARD OF CONDUCT WILL BE CONSIDERED.

DEFINE THE TERM "BORN-AGAIN": _____

GIVE DETAILS OF YOUR CONVERSION: _____

WHY DO YOU WISH TO TEACH OR WORK IN A CHRISTIAN SCHOOL? _____

CHURCH MINISTRIES IN WHICH YOU PARTICIPATE: _____

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY: _____ DATE: _____

REMARKS: _____

HIRED	FOR DEPARTMENT	POSITION	WILL REPORT	SALARY

APPROVED: _____

Committee of Management
Department Head/Principal
Director of Academy Affairs

MISSION, VISION and MOTTO

Kingsway Academy exists to provide children with a sound education that is thoroughly Christian in its outlook and practices.

- ▶ To lead children to a proper relationship with God through Jesus Christ.
- ▶ To hold forth new standards of excellence in academics and character, and to influence the nation to embrace these standards.
- ▶ To produce the caliber of leaders for the ultimate purpose of service to God and men.

Training Children in the King's Way!

STANDARD OF CONDUCT

In order to promote our mission and vision, teachers are required to be professional in their classroom presentations and Christian in behaviour, both in and outside of the institution. Other staff members are also required to display a servant disposition and be Christian in their behaviour on and off the job.

It is strongly suggested that you avoid patronizing places and refrain from activities that will tarnish the Christian image of the institution. Allow Romans 12:1 to act as a guide to assist you in your conduct.

Malicious gossip, persistent complaining or the sowing of ill will among staff will not be tolerated.

Kingsway Academy is not affiliated with any particular denomination, but each teacher/worker is expected to attend an evangelical church regularly.

STATEMENT OF FAITH

1. We believe in the Scriptures of the Old and New Testament as verbally inspired by God and inerrant in the original writing, and that they are of supreme and final authority in faith and life.
2. We believe in one God, eternally existing in three Persons: Father, Son and Holy Spirit.
3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary and is true God and true man.
4. We believe that man was created in the image of God: that he sinned and thereby incurred 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.
5. 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 ground of His shed blood.
6. 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.
7. We believe in the personal and imminent return of our Lord and Saviour, Jesus Christ.
8. We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit, and thereby become children of God.
9. We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the saved, and the everlasting punishment of the lost.

DECLARATION

I certify that the information given in this application is correct to the best of my knowledge. I subscribe without reservation to the Statement of Faith and am prepared to comply with the Mission, Vision, Motto and Standard of Conduct. I authorize investigation of all statements in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal.

Signature

Printed Name

Date (D / M / Y)