



Metuchen Christian Academy DaySpring Child Care Center

130 Whitman Ave., Metuchen, NJ 08840
Rev. Gregory D. McFarren, Lead Pastor
Church Office: 732-549-4163 • Fax: 732-549-6686

APPLICATION FOR EMPLOYMENT

I. PERSONAL BACKGROUND INFORMATION:

Full Name: _____ Date of Birth: _____ Date of Application: _____

Home #: _____ Cell #: _____ E-Mail: _____

Social Security Number: ____/____/____ Do you have a Green Card? Yes No

Driver's License: _____ State: _____

Address: _____ City: _____ State: _____ Zip: _____

How long have you lived at the above address: _____

If less than 5 years, please provide former address:

How long at this address: _____

Marital Status (**Circle one**): Single Engaged Married Widowed Divorced Remarried

Spouses Name: _____ Spouses Occupation: _____

(If applicable)

Years married _____ How does your spouse feel about you working? _____

Do you have your own transportation? Yes No

Do you have childcare for your child/children if/when they are not in school? Yes No

Do you have any medical or physical conditions that would prevent you from performing certain types of activities stated in the Job Description? Yes No **If YES, please explain.**

Do you have Health Insurance Coverage through your spouse? Yes No

If yes, please list the insurance policy name/policy number: _____

Name of Spouses Employer: _____

II. EDUCATIONAL BACKGROUND:

Circle the highest grade completed: 6 7 8 9 10 11 12

High School: _____ Thru Grade _____ Years completed: _____

College: _____ Years completed _____ Date Graduated: _____

Major: _____ Post Graduate: _____

Other Education: _____

III. WORK EXPERIENCE:

(Circle areas of experience)

Managerial Financial Secretarial/Clerical Typing (WPM) _____ Verbal/Written Communication

Word Processing Microsoft Office (Word ___ Excel ___ Outlook ___ PowerPoint___) Filing

Janitorial Customer Service Other: _____

Please circle the appropriate statements concerning Computer Skills:

I have No Knowledge Little Knowledge Much Knowledge

Do you have any formal Computer Training? Yes No

Where: _____

What: _____

Have you ever been fired from a position? Yes No **If Yes, why** _____

Do you work well with other people of different multiracial, multiethnic or denominational beliefs other than your own? _____

If hired, date you can begin training? _____

IV. JOB EXPERIENCE: (Please begin with the most recent)

Name of Company: _____ Date of Employment: _____ to _____

Position Held: _____

Reason for leaving: _____

Employers Name: _____ Phone #: _____

Address: _____

May we contact this employer for a work reference? Yes No

If no, why _____

Name of Company: _____ Date of Employment: _____ to _____

Position Held: _____

Reason for leaving: _____

Employers Name: _____ Phone #: _____

Address: _____

May we contact this employer for a work reference? Yes No

If no, why _____

Name of Company: _____ Date of Employment: _____ to _____

Position Held: _____

Reason for leaving: _____

Employers Name: _____ Phone #: _____

Address: _____

May we contact this employer for a work reference? Yes No

If no, why _____

CHARACTER REFERENCE SHEET

Do you have a current driver's license? Yes No

Has your driver's license ever been suspended or revoked? Yes No

Do you smoke cigarettes? Yes No

Do you drink alcoholic beverages? Yes No

Have you ever been arrested or convicted for the use or sale of drugs? Yes No

Have you ever been arrested or convicted of child neglect or child abuse? Yes No

Have you ever been convicted or sued for any type of child abuse? Yes No

If YES, please provide the following information for each. Date: _____ Date: _____

County and State of conviction or filing of lawsuit: _____

Have you ever been arrested for or convicted of any related offense? Yes No

If YES, please explain _____

Have you ever been arrested for or convicted of any misdemeanor or felony? Yes No

If YES, please explain _____

Other than the above matters, is there any fact of circumstance involving you or your background that would call into question your employment with us? Yes No

If YES, please explain _____

V. PERSONAL REFERENCES: (Other than a relative)

Name: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

Years Acquainted: _____ Relationship: _____

Name: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

Years Acquainted: _____ Relationship: _____

VI. CHRISTIAN EXPERIENCE:

Do you have a personal relationship with Jesus Christ? Yes No

How long have you been a Christian? Date of Conversion: _____

In your own handwriting, briefly give your Christian testimony and the account of your personal salvation experience: _____

Please complete this quote: John 3:16 "For God _____

CHURCH AFFLIATION:

Do you attend church regularly? Yes No If YES, where _____

Denomination/Affiliation: _____

Pastor's Name: _____ Church #: _____

Address: _____

CHURCH PARTICIPATION: Please indicate your involvement in the following areas:

	Regularly	Intermittently	Rarely
Sunday School	_____	_____	_____
Sunday Morning Worship	_____	_____	_____
Midweek Service	_____	_____	_____

Other: _____

Have you personally participated in the leadership of a ministry such as (e.g. Sunday School Teacher, Children's Church, Youth, etc.) Please list: _____

Describe area of responsibility: _____

MATTERS OF FAITH:

Do you believe the Bible to be the inerrant, inspired, and infallible Word of God, final authority in all matters of faith, conduct, and living? Yes No

Please carefully read our 16 Tenets of Faith and indicate the following:

_____ I fully support these Tenets of Faith as written without reservation.

Signature: _____ Date: _____

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

Signature: _____ Date: _____

Are you willing to abide by the guidelines concerning your social conduct, habits, and activities that are consistent with those set forth by the Word of God? Yes No

Signature: _____ Date: _____

What are your spiritual strengths? _____

What are your spiritual weaknesses? _____

APPLICANT'S STATEMENT

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give to you any information they have regarding my character and I release all such references from liability for any damage that may result from furnishing such evaluation to you.

Should my application be accepted, I agree to be bound by the terms of employment and to refrain from unscriptural conduct in the performance of my services on behalf of the church. In signing this application, I not only affirm that the information that I have given here is true and correct, but if hired I am willing to undergo a criminal background check prior to the starting date of my employment.

Applicant's Signature

Date

NOTE: If hired, there will be a 90-day probation agreement. Upon which, a review of your job performance will be made. In the event, you are unable to perform the required tasks as training to the satisfaction of your employer, your employment may be terminated. Do you agree to this condition? Yes No

If yes, please sign here: _____ Date: _____

For Office Use Only

Notes: _____

Date Employed: _____ Training/Probation Period from _____ to _____

Days _____ Time _____ to _____ Pay Rate: _____

PROVIDE A CURRENT COPY OF YOUR DRIVER'S LICENSE

TENETS OF FAITH

1. The Scriptures Inspired

The Scriptures, both the Old and the New Testaments, are verbally inspired of God and are of the revelation of God to man, the infallible, authoritative rule of faith and conduct (II Tim. 3:15-17; I Thess. 2:13; II Peter 1:21).

2. The One True God

The one true God has revealed Himself as the eternally self-existent "I AM", the Creator of heaven and earth and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationship and association as Father, Son and Holy Ghost (Deut. 6:4; Is. 43:10, 11; Mt. 28; Lk. 3:22).

3. The Deity of the Lord Jesus Christ

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

- (a) His virgin birth (Mt. 1:23; Lk. 1:31, 35).
- (b) His sinless life (Heb. 7:26; I Peter 2:22).
- (c) His miracles (Acts 2:22; 10:38).
- (d) His substitutionary work on the cross (I Cor. 15:3; II Cor. 5:21).
- (e) His bodily resurrection from the dead (Mt. 28:6; Lk. 24:39; I Cor. 15:4).
- (f) His exaltation to the right hand of God (Acts 1:9, 11; 2:33; Phil. 2:9-11; Heb. 1-3).

4. The Fall of Man

Man was created good and upright; for God said, "Let us make man in our image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death, but also spiritual death, which is separation from God (Gen. 1:26, 27; 2:17; 3:6; Rom. 5:12-19).

5. The Salvation of Man

Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

- (a) Conditions to Salvation:
Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Ghost, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Lk. 24:47; John 3:3; Rom. 10:13-15; Eph. 2:8; Titus 2:11; 3:5-7).
- (b) The Evidences of Salvation:
The inward evidence of salvation is the direct witness of the Spirit (Rom. 8:16). The outward evidence to all men is a life of righteousness and true holiness (Eph. 4:24; Titus 2:12).

6. The Ordinances of the Church

- (a) Baptism in Water:
The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life (Mt. 28:19; Mark 16:16; Acts 10:47, 48; Rom. 6:4).
- (b) Holy Communion:
The Lord's Supper, consisting of the elements - bread and the fruit of the vine - is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (II Peter 1:4); a Memorial of His suffering and death (I Cor. 11:26); and is enjoined on all believers "till He comes!"

7. The Baptism in the Holy Ghost

All Believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Ghost and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian Church. With it comes the enduement of power for life and service, the bestowment of the gifts and their uses in the work of the ministry (Lk. 24:49; Acts 1:4, 8; I Cor. 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 15:7-9).

With the baptism in the Holy Ghost come such experiences as an overflowing fullness of the Spirit (Jn. 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Heb. 12:28), an intensified consecration to God and dedication to His work (Act 2:42), and a more active love for Christ, for His Word and for the lost (Mark 16:20).

8. The Evidence of the Baptism in the Holy Ghost

The Baptism of believers in the Holy Ghost is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (I Cor. 12:4-10, 28), but different in purpose and use.

9. Sanctification

Sanctification is an act of separation from that which is evil, and of dedication unto God (Rom. 12:1, 2; I Thess. 5:23; Heb. 13:12). This Scriptures teach a life of "holiness without which no man shall see the Lord" (Heb. 12:14). By the power of the Holy Ghost we are able to obey the command: "Be ye Holy, for I am Holy" (I Pet. 1:15, 16).

Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Rom. 6:1-11, 13; 8:1,2,13; Gal. 2:20; Phil. 2:12,13; I Pet. 1:5).

10. The Church

The Church is the Body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her great commission. Each believer, born of the Spirit, is an integral part of the General Assembly and Church of the Firstborn, which are written in heaven (Eph. 1:22, 23; 2:22; Heb. 12:23).

11. The Ministry

A divinely called and scripturally ordained ministry has been provided by our Lord for a two-fold purpose: 1) The evangelization of the world, and, 2) The edifying of the Body of Christ (Mk. 16:15-20; Eph. 4:11-13).

12. Divine Healing

Divine healing is an integral part of the Gospel. Deliverance from sickness is provided for in the atonement, and is the privilege of all believers (Isa. 53:4, 5; Mt. 8:16, 17; James 5:14-16).

13. The Blessed Hope

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the immanent and blessed hope of the Church (I Thess. 4:16,17; Rom. 8:23; Titus 2:13; I Cor. 15:51,52).

14. The Millennial Reign of Christ

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zech. 14:5; Mt. 24:27,30; Rev. 1:7; 19:11-14; 20:1-16). This millennial reign will bring the salvation of national Israel (Ezek. 37:21, 22; Zeph. 3:19-20; Rom. 11:26, 27) and the establishment of universal peace (Is. 11:6-9; Ps. 72:3-8; Micah 4:3, 4).

15. The Final Judgment

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burneth with fire and brimstone, which is the second death (Mt. 25:46; Mk. 9:43-48; Rev. 19:20; 20:11-15; 21:8).

16. The New Heavens and the New Earth

"We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness" (II Pet. 3:13; Rev. 21:22).