

## TEACHER RECRUITMENT APPLICATION FORM

Date of application : \_\_\_\_\_

Position desired: \_\_\_\_\_

Affix a recent  
passport  
photograph  
of yourself  
here

### A. Applicant's Name and Address

Title:         Miss         Mrs.         Mr.

Surname: \_\_\_\_\_

Forename: \_\_\_\_\_

Middle Name \_\_\_\_\_

Residential Address (including full description of physical location) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How long have you lived at this address? \_\_\_\_\_

Permanent home address \_\_\_\_\_

City \_\_\_\_\_ Country \_\_\_\_\_ Telephone (with code) \_\_\_\_\_

Mobile: \_\_\_\_\_ Email address: \_\_\_\_\_

### B. Personal Information

Date of Birth: \_\_\_\_\_

Marital Status:    Single    Engaged    Married    Separated    Divorced    Re-married    Widow(er)

*If divorced or re-married, please use a separate piece of paper to explain your situation.*

Spouse's Name \_\_\_\_\_ Occupation \_\_\_\_\_

Years Married \_\_\_\_\_ Number of Children \_\_\_\_\_ Ages \_\_\_\_\_

If you are married, please state your spouse's views about your intention to teach in a Christian school. \_\_\_\_\_

\_\_\_\_\_



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**C. Position Desired (Please tick as appropriate or Yes/No)**

Head Teacher Status:

Class Teacher:

Assistant Class Teacher:

*List the classes you are experienced in teaching below and specify the years and period of experience.*

Class	No. of years of experience	Period (e.g. 1999-2003)	Name of School
Nursery			
Playgroup			
Reception			
Grade 1			
Grade 2			
Grade 3			
Grade 4			
Grade 5			
Grade 6			

If given a choice, which class will you prefer to teach at The LivingSpring Schools?

1st choice: \_\_\_\_\_

2nd choice: \_\_\_\_\_

3rd choice: \_\_\_\_\_

Please give reasons for your 1st choice: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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Subject Teacher:       Yes                       No

If yes, what subject(s) can you teach in order of preference? \_\_\_\_\_

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**D. Special Skills/talent and experience in co-curricular activities:**

Please list activities, programme or sports you would be capable of, and willing to, direct, sponsor, advise, or coach in addition to teaching, and your relevant experience.

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**E. Educational & Professional Qualifications**

Formal Education: List your academic and professional qualifications from Elementary School to date, with the most recent first.

Qualification (including class of honours degree attained)	Date Received	Name and address of Institution attended (with date)



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**F. Personal Interests:**

List memberships, offices and honours obtained in:

<b>High School:</b>	
<b>University:</b>	
<b>Currently</b>	
<b>List Hobbies and Personal Interests</b>	

**G. Teaching Experience:**

List your teaching experience sequentially with the most recent first:

Name and address of School	Period of employment (e.g., 1999-2003)	Reason for leaving (except current employment)

Number of years of teaching experience: Christian Schools \_\_\_\_\_ Others: \_\_\_\_\_

Why do you want to leave your present employer? \_\_\_\_\_

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



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### H. Other Experience:

List other experience that may be relevant for the position you are applying for:

Place	Type of work/Experience	Date

### I. Training:

List training programmes or courses attended with dates with the most recent first.

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### J. Present situation

i. Health:	How recently have you had a physical examination? <i>(You may be required to undergo physical examination in the final interview process).</i>
	How many days have you been absent from work because of illness in the last three (3) years?
	Are you on any medication?



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## J. Present situation contd.

i. Health contd:	Do you have any physical or health condition that might hinder your efficiency or affect your participation in any phase of the school programme? <input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>  If yes, please explain: _____ _____ _____
ii. Personal Background Information:	Have you ever been dismissed, resigned to avoid being dismissed, or been asked to resign from a position? <input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>  If yes, please, describe the circumstances _____ _____ _____  Have you ever been accused or convicted of any offence involving dishonesty, breach of trust, child abuse, moral turpitude, or any other type of crime? <input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>  If yes, please indicate the nature of the offence, court, sentence and date: _____ _____ _____
iii. Finances:	Are you presently facing any financial problems? <input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>  If yes, please describe your situation below: _____ _____ _____



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### K. Personal Reference:

Give the names of three(3) referees who are qualified to report on your spiritual experience and Christian service. List your current Pastor first, but do not include family members or relatives.

S/No	Name & E-mail Address if known	Address	Phone	Relationship

### L. Professional Reference

Give three referees who are qualified to report on your professional training and experience. List your current or most recent principal, headteacher or supervisor first:

S/No	Name	Physical Address & E-mail Address	Phone	Relationship

### M. Christian Background:

Are you born again and spirit-filled?  Yes  No

If yes, briefly give your Christian testimony in the form provided on the last page.

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

If no, please summarise your views in this space \_\_\_\_\_

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



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<input type="checkbox"/>	I fully support the Statement of Faith as written without any reservation whatsoever  Signature: _____
<input type="checkbox"/>	I support the Statement of Faith except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreement or items for which I have not yet formed an opinion or conviction.  Signature: _____
<input type="checkbox"/>	I hold the following doctrines that are not included in the Statement of Faith:  _____  _____  Signature: _____

Church affiliation: Please list the churches you have attended to date (with dates) listing your present Church first

- i. \_\_\_\_\_
- ii. \_\_\_\_\_
- iii. \_\_\_\_\_
- iv. \_\_\_\_\_

Are you presently a member in good standing?  *Yes*     *No*

**Service:** Do you work in any department(s) in the Church?  *Yes*     *No*

If yes, please list the department(s) and your role(s) in each one.

\_\_\_\_\_

\_\_\_\_\_

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In what other church activities are you involved? \_\_\_\_\_

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What other Christian service have you been involved in since becoming a Christian? \_\_\_\_\_

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What is your attitude toward working with those of other denominational belief? \_\_\_\_\_

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Are you capable of teaching a Bible class? \_\_\_\_\_ If yes, what would be your subject preference? \_\_\_\_\_

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Devotional Life: Describe your routine of personal Bible study and prayer. \_\_\_\_\_

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What books have you read recently that have helped you spiritually? \_\_\_\_\_

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**N. Personal Philosophy:**

Please answer the following questions as succinctly as you can: Short Essays:

i. Why do you wish to have a part in Christian education? \_\_\_\_\_

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ii. What do you consider to be the main characteristics that distinguish a Christian school from other schools?

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iii. What do you consider to be the proper classroom atmosphere for learning? \_\_\_\_\_

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iv. What is your philosophy of discipline and attitude toward physical punishment? \_\_\_\_\_

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v. What do you consider to be your strengths? \_\_\_\_\_

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vi. Weaknesses? \_\_\_\_\_

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vii. What do you believe about the origin of the earth and mankind? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

viii. Please summarize any additional information that you would like to present regarding your qualification for this position.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**O. Personal convictions on current Issues**

We have a pluralistic society with many conflicting beliefs and values. As a teacher, you may be asked by your pupils specific questions about controversial issues. Your answers will come from your personal convictions. We need to know the view of those who would be role models for our children and young people. Please share your personal convictions as a Christian regarding:

Wine, beer and other alcoholic beverages: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Smoking and/or chewing tobacco \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Marijuana and other drugs \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Secular music \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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Premarital sex \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Divorce and re-marriage \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Abortion \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Homosexuality \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Lodges and secret societies \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have a personal testimony regarding any of the above items that you would like to share? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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**P. Other matters:** Please answer the following questions as succinctly as you can:

i. How do you get along with your peers? \_\_\_\_\_

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ii. How do you handle colleagues who hold views that you disagree with? \_\_\_\_\_

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iii Have you ever led a child or youth to faith in Christ? If so, describe how it was done. \_\_\_\_\_

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iv. After reading this application form or other information about this School, do you have any question or concern which you will like us to address during your interview, if you are invited?

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**Q. Applicant's Certification and Agreement:**

I understand that The Livingsprings School is an equal opportunity employer and as such does not discriminate in its employment practices against any person because of race, colour, national or ethnic origin.

I hereby certify that the facts set forth on this application form are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of facts may prevent me from being hired or, if hired, may subject me to immediate dismissal.

I authorize The Livingsprings School to inquire about my work and personal history and verify all data given in this application form during oral interviews and or other means, such as through independent investigation. I authorize the giving and receiving of any information requested by The Livingsprings School, and I release from liability any person, organization, or company giving or receiving any such information.

\_\_\_\_\_  
Applicant's name:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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## Our Statement of Faith

Below is a summary of the essentials of our faith – what The Livingsprings Schools believe, hold to and live:

1. We believe in the Scriptures of the Old and New Testaments in their original writing as fully inspired by God and accept them as the supreme and final authority for faith in life.
2. We believe in one God, eternally existing as three persons – The Father, The Son and The Holy Spirit.
3. We believe that Jesus Christ was begotten of the Father, conceived by the Holy Spirit, born of the Virgin Mary and is true God and true man.
4. We believe that God created man in His own image, that man sinned and thereby incurred the penalty of sin which is death, both physical and spiritual.
5. We believe that our Lord Jesus Christ died for our sins, a substitutionary sacrifice according to the Scriptures and that all who believe in Him are justified on the grounds of His shed blood.
6. We believe in the bodily resurrection of the Lord Jesus, His ascension into heaven and His present life as our High Priest and Advocate.
7. We believe in the personal return of the Lord Jesus.
8. We believe that all those who repent of their sins and receive the Lord Jesus Christ by faith are born again of the Holy Spirit and thereby become children of God.
9. We believe in the baptism in the Holy Spirit, empowering and equipping believers for service, with the accompanying supernatural gifts of the Holy Spirit and in the fellowship with the Holy Spirit. We believe in the ministries of the apostle, prophet, evangelist, pastor and teacher.
10. We believe in the resurrection of both the just and the unjust, the eternal blessedness of the redeemed and the eternal banishment from the presence of God, of those who have rejected the offer of salvation in Jesus Christ.
11. We believe that the one true Church is the whole company of those who have been redeemed by Jesus Christ, that the new birth and personal confession of Christ are an essential part of church membership.
12. We believe that the Lord Jesus Christ appointed two ordinances – baptism in water and the Lord's Supper (communion). These are to be observed as acts of obedience and as a perpetual witness. Baptism is the immersion of the believer in water as a confession of identification with Christ in burial and resurrection. The Lord's Supper or communion is the partaking of the emblems symbolic of the Saviour's broken body and shed blood, in remembrance of His sacrificial death, until He comes again.
13. We believe that deliverance and divine healing was provided for in both the Old and New Testaments and is an integral part of the gospel.
14. We believe in heterosexual covenant relationships between a natural man and a natural woman within the confines of lawful matrimony.



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15. We believe the Bible teaches that without holiness, no man can see the Lord. We believe in the doctrine of sanctification as an immediate fact when we are born-again and yet it is an ongoing process.
16. We believe in the principle of being under authority. As such, our personnel shall be subject to submission to authority in matters pertaining to school governance, doctrine and personal behaviour.
17. We believe that tithing is a minimum requirement in terms of our giving to the Lord.
18. We believe in the priesthood of all believers.
19. We believe that parents are the primary agents through whom God works in the lives of children, that parents must train up their children in the ways of the Lord, without abusing their rights, and that children must learn to be obedient to their parents.

We are open to other truths which the Holy Spirit may illuminate from the Scriptures and we pray that God will give us grace to be open to receive His truth. Amen.



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