



**GRACE**  
CHRISTIAN SCHOOL

**801 Buck Jones Road  
Raleigh NC 27606  
PHONE 919-783-6618 FAX 919-783-0856**

**EMPLOYMENT APPLICATION**

Position Desired: \_\_\_\_\_ Application Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**A. APPLICANT'S NAME AND ADDRESS**

1. Full Name: Miss ( ) Mrs. ( ) Ms. ( ) Mr. ( ) \_\_\_\_\_

2. Present Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: Days ( ) \_\_\_\_-\_\_\_\_ Evenings ( ) \_\_\_\_-\_\_\_\_

How long have you lived at the above address? \_\_\_\_\_

**B. PERSONAL INFORMATION**

Marital Status: Single ( ) Engaged ( ) Married ( ) Widow(er) ( )  
Separated ( ) Divorced ( ) Remarried ( )

Spouse's name \_\_\_\_\_ Occupation \_\_\_\_\_

Years married \_\_\_\_ Number of children \_\_\_\_ Ages \_\_\_\_\_

**C. CHRISTIAN BACKGROUND**

1. Personal Testimony: In your own handwriting, on the back of this sheet briefly give your Christian testimony.

2. Statement of Faith: Please carefully read our Statement of Faith (attached) and indicate below your degree of support.

\_\_\_\_\_ I fully support the Statement of Faith as written without mental reservation. Signature \_\_\_\_\_

\_\_\_\_\_ I support the Statement of Faith except for the areas listed and explained on a separate sheet. The exceptions represent either disagreements or areas for which I have not yet formed an opinion or conviction.

Signature \_\_\_\_\_

3. Church Denominational Preference \_\_\_\_\_

Local Church Affiliation \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

What is your attitude toward working with those of other races  
and those of other denominational beliefs? \_\_\_\_\_  
\_\_\_\_\_

#### **D. PROFESSIONAL QUALIFICATIONS**

1. Education Degree/Diploma Issuing Institution Date Received

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

2. Work Job Title Employer Dates  
Experience

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

3. Software  
Experience  
(i.e. WORD,  
Excel, etc.)

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

#### **E. CRIMINAL HISTORY**

Have you ever been convicted of a crime other than a minor traffic  
violation? \_\_\_\_\_ If so, give details and dates. \_\_\_\_\_

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

Have you ever committed any act of child abuse such as neglect, physical  
violence, or sexual abuse? \_\_\_\_\_ If so, give details. \_\_\_\_\_

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

Have you ever been investigated, charged with, or convicted of any type  
of child abuse including but not limited to neglect, physical violence,  
or sexual crimes? \_\_\_\_\_ If so, give details. \_\_\_\_\_

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



# GRACE Christian School

## STATEMENT OF FAITH

### THE SCRIPTURES

We believe

- a) the Bible in its entirety to be the inspired Word of God, and
- b) that it is the infallible rule of faith and conduct.

### THE GODHEAD

We believe

- the Godhead exists in three Persons: Father, Son and Holy Spirit.  
These three Persons are one God, having precisely the same nature, attributes and perfections.

### THE LORD JESUS CHRIST

We believe in

- a) His eternal existence as God;
- b) His Incarnation and Virgin Birth;
- c) His death on the cross as the substitutionary atonement for sin;
- d) His literal, bodily resurrection from the dead;
- e) His present ministry of intercession in heaven; and
- f) His personal, future return to earth.

### THE HOLY SPIRIT

We believe that the Holy Spirit, the third Person of the Godhead:

- a) convicts men of sin and regenerates, baptizes, indwells, seals, and bestows spiritual gifts;
- b) keeps and empowers believers day by day; and
- c) is the Teacher of the Word of God and the Guide for daily living.

### MAN

We believe that

- a) man was created in the image of God;
- b) Adam fell through the sin of disobedience; and therefore
- c) all mankind needs redemption.

### SALVATION

We believe that

- a) salvation is by grace, a free gift from God apart from works;
- b) salvation requires repentance, a turning from one's own way to God's way;
- c) salvation is through personal faith in the Lord Jesus Christ;
- d) all who receive Jesus Christ are regenerated by the Holy Spirit and become the children of God; and
- e) true salvation will be manifested by a changed life.

### THE FUTURE

We believe in

- a) the personal, visible, bodily return of Jesus Christ to earth;
- b) the bodily resurrection of the just to the eternal abode in the glory of God's presence; and
- c) the bodily resurrection of the unjust to the judgment and everlasting punishment in the lake of fire.

**NOTICE AND ACKNOWLEDGEMENT**

[IMPORTANT - - PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGEMENT]

**NOTICE REGARDING BACKGROUND INVESTIGATION**

Employer (Grace Christian) may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a “consumer report” and/or an “investigative consumer report” which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends, or associates. These reports may be obtained at any time after receipt of your authorization and, if you are hired, throughout your employment. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature of the scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your criminal, education and/or employment history conducted by: **CriminalRecordCheck.com, PO Box 90998, Raleigh, NC 27675-0998, 877-272-0266**. The scope of this notice and authorization is all-encompassing, however, allowing Employer to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are hired, throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

New York applicants or employees only: You have the right to inspect and receive a copy of any investigative consumer report requested by Employer by contacting the consumer reporting agency identified above directly.

**ACKNOWLEDGEMENT AND AUTHORIZATION**

I acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer report” and/or “investigative consumer reports” at any time after receipt of this authorization and, if I am hired, throughout my employment. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **CriminalRecordCheck.com**, another outside organization acting on behalf of Employer itself. I agree that a facsimile (“fax”) or photographic copy of this Authorization shall be as valid as the original.

Minnesota and Oklahoma applicants or employees only: Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company.

California applicants or employees only: By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by the Company at no charge whenever you have a right to receive such a copy under California Law.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Para information en español, visite [www.ftc.gov/credit](http://www.ftc.gov/credit) o escribe a la FTC Consumer Response Center , Room 130-A 600 Pennsylvania Ave. N. W., Washington, D.C. 20580.

### A Summary of Your Rights under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to [www.ftc.gov/credit](http://www.ftc.gov/credit) or write to: Consumer Response Center Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.**

- You must be told if information in your file has been used against you. Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- You have the right to know what is in your file. You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
  - a person has taken adverse action against you because of information in your credit report;
  - you are the victim of identity theft and place a fraud alert in your file;
  - your file contains inaccurate information as a result of fraud;
  - you are on public assistance;
  - you are unemployed, but expect to apply for employment within 60 days.

In addition, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See [www.ftc.gov/credit](http://www.ftc.gov/credit) for additional information.

- You have the right to ask for a credit score. Credit scores are numerical summaries of your credit worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information free from the mortgage lender.
- You have the right to dispute incomplete or inaccurate information. If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See [www.ftc.gov/credit](http://www.ftc.gov/credit) for an explanation of dispute procedures.
- Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information. Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

- Consumer reporting agencies may not report outdated negative information. In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- Access to your file is limited. A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- You must give your consent for reports to be provided to employers. A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to [www.ftc.gov/credit](http://www.ftc.gov/credit).
- You may limit “prescreened” offers of credit and insurance you get based on information in your credit report. Unsolicited “prescreened” offers for credit and insurance must include a toll free phone number you can call if you choose to remove your name and address from the list these offers are based on. You may opt-out with the nationwide credit bureaus at 888-5-OPT-OUT (888-567-2688) or [www.opoutprescreen.com](http://www.opoutprescreen.com).
- You may seek damages from violators. If a consumer reporting agency, or in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

**States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:**

TYPE OF BUSINESS:	Contacts:
Consumer reporting agencies, creditors and others not listed below	Federal Trade Commission: Consumer Response Center- FCRA Washington, DC 20580 1-877-382-4357
National banks, federal branches/agencies of foreign banks (word “National” or initials “N.A.” appear in or after bank’s name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 800-613-6743
Federal Reserve System member banks (except national banks and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 202-452-3693
Savings associations and federally chartered savings banks (Word “Federal” or initials :F.S.B.” appear in federal institution’s name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20552 800-842-6929
Federal credit unions (words “Federal Credit Union” appear in institution’s name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State –chartered banks that are not members of the Federal Reserve System.	Federal Deposit Insurance Corporation Consumer Response Center, 2345 Grand Avenue, Suite 100 Kansas City, Missouri 64108-2638 1-877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation, Office of Financial Management Washington, DC 20250 202-720-7051
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator – GIPSA Washington, DC 20250 202-720-7051

# CriminalRecordCheck.com

## Background Search

Authorization to Release Personal Record Information

Please Print Top Portion

**Name** \_\_\_\_\_ **A.K.A.** \_\_\_\_\_  
(Please Print Clearly) *First* *Middle* *Last*

**Address** \_\_\_\_\_ **City, State** \_\_\_\_\_ **Zip** \_\_\_\_\_

Current

**Previous** \_\_\_\_\_ **City, State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Previous** \_\_\_\_\_ **City, State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**SSN** \_\_\_\_\_ **DOB** \_\_\_\_\_ (For identification only)

**Drivers License Number** \_\_\_\_\_ **State issued** \_\_\_\_\_

### List all convictions including traffic and criminal

<u>Year</u>	<u>Criminal Offense(s)</u> <u>Offense</u>	<u>County</u>	<u>Year</u>	<u>Traffic Offense(s)</u> <u>Offense</u>	<u>County</u>
1.	_____	_____	1.	_____	_____
2.	_____	_____	2.	_____	_____
3.	_____	_____	3.	_____	_____
4.	_____	_____	4.	_____	_____

I hereby authorize and request any present or former employer, school, police department (Criminal History or Criminal Background Check), financial institution, division of motor vehicles, consumer reporting agencies, or other persons or agencies having knowledge about me to furnish bearer with any and all information in their possession regarding me, in order that my employment qualifications may be evaluated. This information may include: *my record of arrests and, or convictions for violations of any federal, state, local statutes or ordinances, my employment history, my credit history, workers compensation history, and driving record. I hereby release any said person, companies or law enforcement authorities from any liability for any damage whatsoever for issuing this information.* I further understand this information may be reviewed initially and periodically by Criminalrecordcheck.com, and reported to my prospective employer.

I understand my prospective employer intends to utilize the investigation into my background for employment purposes only, and shall not disclose such information to any other party. I hereby acknowledge that Criminalrecordcheck.com cannot vouch for or guarantee accuracy of information provided by third parties. Accordingly, I release Criminalrecordcheck.com, its agents and / or my prospective employer from any and all liability arising out of any errors or omissions regarding my background information and authorize Criminalrecordcheck.com to release the results of its investigation to my prospective employer.

**Applicant signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PLEASE SIGN - DO NOT PRINT**

California Applicants Only:  Check here if you wish to receive a copy of any report that may be generated as a result of this authorization. (CA. AB655 as amended)

### Must be completed by client before investigation will be performed

**Client:** \_\_\_\_\_ **Store/Plant#:** \_\_\_\_\_ **Manager:** \_\_\_\_\_

**Date:** \_\_\_/\_\_\_/\_\_\_ **Phone:** (\_\_\_\_) \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_

### **Manager, please indicate which reports you require**

Criminal \_\_\_ Credit \_\_\_ SSN Verification \_\_\_ Workers Compensation \_\_\_ Driving Records \_\_\_

**Fax this form to: 800-650-5992**