



**APPLICATION FOR EMPLOYMENT**  
Office or Administrative Staff

First Presbyterian Day School  
5671 Calvin Drive  
Macon, GA 31210

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

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Birthdate: Month \_\_\_\_\_ Day \_\_\_\_\_ Place: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Occupation of Spouse: \_\_\_\_\_

Children's Names:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Member at what Church: \_\_\_\_\_ Pastor's Name: \_\_\_\_\_

Professional Memberships: \_\_\_\_\_

Current Salary: \_\_\_\_\_ Current Employer: \_\_\_\_\_

FPD's substance abuse policy includes random drug testing for all employees. Would you support this policy?

\_\_\_\_\_

**WORK EXPERIENCE**

Place of Employment	Position Held	Phone Number	Dates

**EDUCATION**

College Attended	Major Study	Degree(s) Attained	Dates

**MILITARY EXPERIENCE**

Branch of Service

Years of Service

Rank Held

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**COMMUNITY SERVICE**

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**REFERENCES**

(List at least five, 3 professional & 2 personal)

Name	Email Address	Position	Phone
1.			
2.			
3.			
4.			
5.			
6.			
7.			

May we contact your references now? \_\_\_\_\_

If not please explain: \_\_\_\_\_

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## **EMPLOYMENT QUESTIONNAIRE**

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It is the goal of the Administration and Board to select and employ mature Christians who approve of, and are willing to function under, general Christian guidelines. In preparation for your on-site interview please answer the following questions.

1. Please share with us your own Christian testimony; i.e., your acceptance of Christ, significant growth experiences, your church life, etc.
2. Please provide us with your personal view of the Bible as to its purpose, authority, accuracy and your own private study of it.
3. How would you share Christ with someone?
4. What are some of the Scriptures you would use?
5. Name three books you've read over the past year and explain why they were important to you. (Either professionally or personally.)
6. In what ways do you believe that a Christian school should be different from other private schools?
7. How do you feel God can use your position at FPD to expand His Kingdom?
8. Describe your organizational style.