

Pastor Reference _____	Date Received _____
Supervisor Ref. _____	Secondary References _____
Colleague Ref. _____	Criminal Background Check _____
Personal Ref. _____	
Admin 1 _____	Admin 2 _____



# MAINTENANCE/CUSTODIAN APPLICATION

Please print or type. Complete all information on this application and return it to the attention of the **Superintendent, Liberty Christian School, 2323 Columbus Avenue, Anderson, IN 46016.**

Name \_\_\_\_\_ Date of Application \_\_\_\_\_

## EMPLOYMENT PROFILE

Liberty Christian School is both a Christian ministry and a school. As such, individuals who work at Liberty must possess all the traits necessary to be an effective minister for Christ as well as the technical skills of an educator. The following are minimum standards of employment at Liberty Christian School:

1. Is a born-again Christian with a mature walk of faith, whose lifestyle, convictions, and beliefs are in line with Biblical mandates, and the Holy Spirit of God.
2. Is willing to sign the Liberty Christian School Statement of Faith and Code of Conduct.
3. Is active and in good standing in a local church.
4. Has a positive reputation in the community and among peers and is willing to share the school's mission with others.
5. Is able to clearly articulate the Biblical components of salvation, citing appropriate scripture passages, to be able to lead a child to a saving knowledge of Jesus Christ.
6. Is able to implement the school's Mission Statement through their work (see below).
7. Can obtain four favorable personal references—one each from their pastor, most recent supervisor, a recent colleague, and another individual.
8. Is willing to enroll all eligible children at Liberty Christian School.
9. Is willing to submit to a state police criminal background check.
10. Has experience and/or training in the area of maintenance and/or custodial work.

If you believe you meet the specifications of the above employment profile for Liberty Christian School, please complete the remainder of this application.

### OUR MISSION:

Liberty Christian School is a Christ-centered community where students receive an excellent education based on biblical truth.

### OUR VISION:

Liberty Christian School will equip every student to passionately impact the world for Christ.

Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_

Cell Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Present Address \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security Number \_\_\_\_\_

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

Spouse's Employer \_\_\_\_\_ Is spouse a born-again believer? \_\_\_\_\_

Names and current grades of children and/or dependents:

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Do you have a personal assurance that you are a born-again Christian? \_\_\_\_\_

Denominational affiliation \_\_\_\_\_

Name of church where attending \_\_\_\_\_ How long? \_\_\_\_\_

Are you currently attend regularly? \_\_\_\_\_ Name of Pastor \_\_\_\_\_

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Have you ever been:

Divorced? \_\_\_\_\_ Discharged/disciplined in a previous job? \_\_\_\_\_ Convicted of a felony? \_\_\_\_\_

***(If you answered "yes" to any of the above three questions, please explain on separate paper.)***

If selected for employment, when would you be available to begin at Liberty Christian School?

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## **REFERENCES**

Included in this application are four reference forms. These forms need to be given to your pastor, most recent supervisor, a recent colleague, and another individual who could comment on your ability to be successful at Liberty Christian School. It is the responsibility of the applicant to disseminate all reference forms to these individuals. No application will be considered without receipt of all four reference forms.

Please note that a waiver has been offered to you at the top of each reference form.

**Please initial here indicating your awareness of this waiver information. \_\_\_\_\_**

## PROFESSIONAL PREPARATION & EXPERIENCE

High School, College/University, and/or Trade School name and location	Dates Attended	Degree or Diploma (B.S., M.A., etc.)
Previous Employment	Dates	Position

## PERSONAL STATEMENTS

Using additional paper if necessary, please respond to the following statements or questions:

1. Give a brief account of your Christian conversion and describe your personal plan for continued spiritual growth.
2. Where do your children currently attend school?
3. Please describe what it means to limit your individual freedom out of love of others as described by Paul in Romans 14 and 1 Corinthians 8. As an employee of Liberty Christian School explain how you would apply this principle during your time of employment at Liberty Christian School.
4. State any additional information you feel may be helpful to us in considering your application.

## STATEMENT OF FAITH

- We believe the Bible to be the inspired and only infallible, authoritative Word of God (*II Timothy 3:16, II Peter 1:21*).
- We believe that there is one God, eternally existent in three persons, Father, Son, and Holy Spirit, and that God is the Creator of Heaven and Earth (*Genesis 1:1, Matthew 28:19, John 10:30*).
- We believe:
  - ◆ in the deity of our Lord Jesus Christ (*John 10:33*);
  - ◆ His virgin birth (*Isaiah 7:14, Matthew 1:23, Luke 1:35*);
  - ◆ His sinless life (*Hebrews 4:15, 7:26*);
  - ◆ His miracles (*John 2:11*);
  - ◆ His atoning, substitutionary death through His shed blood (*I Corinthians 15:3, Ephesians 1:7, Hebrews 2:9*);
  - ◆ His bodily resurrection (*John 11:25, I Corinthians 15:4*);
  - ◆ His ascension to the right hand of the Father (*Mark 16:19*);
  - ◆ and His personal return in power and glory (*Acts 1:11, Revelation 19:11*).
- We believe that every person has sinned and has fallen short of the glory of God which leads to death and eternal separation from God (*Romans 3:23, 5:12*).
- We believe that God loves each person and desires the salvation of all which leads to eternal life. (*II Peter 3:9, Romans 5:8, 6:23*).
- We believe that salvation is the gift of God by His Grace through faith in Jesus Christ alone. (*Romans 10:9, John 3:16, Romans 6:23, Ephesians 2:8-9, John 5:28-29*).
- We believe that the Holy Spirit is absolutely essential for salvation of the lost whereby sinful man becomes a new and transformed creation (*John 3:16-19, 5:24, Romans 3:23, 5:8-9, II Corinthians 5:17, Titus 3:5*).
- We believe in the on-going ministry of the Holy Spirit, by who's in-dwelling the Christian is enabled to live a godly life (*Romans 8:13-14, I Corinthians 3:16, 6:19, 20, Ephesians 4:30, 5:18*).
- We believe that all human life is sacred and created by God in His image. We are therefore called to defend, protect, and value all human life. (*Genesis 1:26-27, Psalms 139:13-16*).
- We believe that God has uniquely caused us to be born male and female, and we affirm that God's plan and benevolent intentions for human sexuality are found within the context of marriage between one man and one woman. We affirm the goodness of sexuality in the context of marriage, the importance of purity, fidelity, and the sacredness of marriage (*Genesis 2:23-24, Deuteronomy 6:6-7, Matthew 19:4-5, Mark 10:6-9*.)
- We believe in the spiritual unity of believers as the body of Christ in the world today. (*Acts 2:42-47, Ephesians 4:3, Romans 8:9, I Corinthians 12:12-13, Galatians 3:26-28*).

I certify that the answers given herein are true and complete to the best of my knowledge. I understand that failure to complete any portion of this application or to sign this application will result in rejection of my application.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract of employment.

I agree to do my part to keep sectarianism and denominationalism out of the school at all times because I understand the school's non-denominational position.

**CODE OF CONDUCT:** The personal conduct of any Liberty Christian School employee should always be consistent with Biblical standards. Actions that could bring dishonor or disgrace to the Lord Jesus Christ or the school will not be acceptable and may be grounds for termination. While an employee of the school, I will demonstrate a willingness to limit my personal freedoms **out of love** for others (*Romans 14* and *1 Corinthians 8*).

I subscribe, without reservation, to the ***Statement of Faith, Code of Conduct, and Policies*** listed above:

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Liberty Christian School** does not discriminate on the basis of race, color, gender, national or ethnic origin, age, or veteran status in all its employment practices and policies.

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[www.libertyonline.org](http://www.libertyonline.org)

Elementary Hillcrest Campus: 2025 Hillcrest Drive \* Anderson, IN 46012 \* (765) 644-7773 Fax 644-7778  
Secondary Washington Campus: 2323 Columbus Avenue \* Anderson, IN 46016 \* (765) 644-7774 Fax 644-7779



# BACKGROUND CHECK FOR PROSPECTIVE EMPLOYEES

To provide for the safety of and godly examples to our students, Liberty Christian School requires all employees, to submit to a background investigation at the school's expense. The Criminal Records Section of the Indiana State Police performs the criminal background check. Please complete the "Criminal History Affidavit" below and sign the authorization for the school to perform a criminal background check.

## Criminal History Affidavit and Authorization to Conduct a Limited Criminal History Background Check

1. I affirm that I am not now, and have never been,
  - a. Found by any court, including a military tribunal, to be a "sex offender" as defined by Indiana Code 11-8-8-4.5 .  
[available for review online at <http://www.in.gov/legislative/ic/2010/title11/ar8/ch8.pdf>]
  - b. Required to register as a sex offender in any state.
  - c. Adjudicated as a juvenile for an act that would be a sex offense, as defined by Indiana Code 11-8-8-4.5, if the act were committed by an adult.
2. I also affirm that I have never been charged with any of the crimes noted above and later had the charge reduced by negotiation to a conviction for an offense not listed in Indiana Code 11-8-8-4.5.
3. Finally, I affirm [check the applicable box]

that I have no criminal convictions or pending charges; or  
 that at least one (1) year has passed after I successfully completed a sentence for a misdemeanor offense; or  
 that at least two (2) years have passed after I successfully completed a sentence for a Class D/ Level 6 Felony offense;  
or  
 that at least three (3) years have passed after I successfully completed a sentence for a Class A, B or C/ Levels 1-5 Felony offense.

\_\_\_\_\_ (initial here) I give my consent for LCS to initiate a criminal background check with the Indiana State Police.  
I affirm, under the penalty for perjury, that the foregoing information is accurate.

(Applicant's Signature)

(Date)

(Applicant's Legal Name, printed)

(Applicant's Date of Birth)

### For Office Use Only

\_\_\_\_\_ Criminal Background Check completed

Keeper of Records' Signature \_\_\_\_\_ Date \_\_\_\_\_