

SOFA

School of Fine Arts
A Ministry of South Orlando Baptist Church

11513 South Orange Blossom Trail Orlando, Florida 32837 407-859-1536
www.southorlandobaptist.org

APPLICATION FOR CONTRACT LABOR

Resumes may be attached but should not be submitted in lieu of information requested below.

If applying for a teaching position, please indicate what classes are you qualified to teach:

PERSONAL INFORMATION

Name: _____ Date: _____
Last Middle First Month Day Year
Phone No.: (Home) _____ (Cell) _____

If you have ever been known by a different name and additional information is necessary to enable a check of your work record, please explain: _____

Present Address _____
Street City State Zip

Previous Address _____
(If less than 2 years) Street City State Zip

Date of Birth: Month _____ Day _____ Year _____

Place of Birth _____ Sex: M or F

Marital Status: _____ Single _____ Married _____ Separated _____ Divorced _____ Widowed

Name of Spouse: _____ Occupation: _____

Names of Children: _____ Date of Birth: _____

What languages do you speak, read and write fluently? _____

How would you describe your general health? _____

Is your present state of health free of any contagious disease? ☐ Yes ☐ No If not, please describe:

Do you have any physical disability or medical impairment that would limit your job performance in the position for which you are applying? ☐ Yes ☐ No If yes, please explain: _____

Have you ever been seriously injured? ☐ Yes ☐ No If yes, how? _____

Have you ever been treated for any mental, emotional or alcohol problems? ☐ Yes ☐ No

If so, please explain _____

Have you ever been convicted of any crime other than a minor traffic violation, or been involved in a child abuse or neglect court action or official investigation? ☐ Yes ☐ No If yes, please explain: _____

Have you ever been bonded? ☐ Yes ☐ No Have you ever been refused bond? ☐ Yes ☐ No

If yes, state reason and date: _____

EMPLOYMENT INFORMATION

Are you a citizen of the United States? ☐ Yes ☐ No

If offered a position, you must provide proof that you are legally eligible to work in the United States. Can you furnish that proof? ☐ Yes ☐ No

Please state what days of the week and times you would be available for giving lessons:

	<u>Times Available</u>		<u>Times Available</u>
Monday	_____	Thursday	_____
Tuesday	_____	Friday	_____
Wednesday	_____	Saturday	_____

Date available _____ Starting salary expected _____

Do you have reliable transportation to work? ☐ Yes ☐ No

Do you have any personal responsibilities or problems that may affect your daily attendance? ☐ Yes ☐ No

Have you ever applied for a job with us before? ☐ Yes ☐ No

Have you ever been discharged or requested to resign from a position? ☐ Yes ☐ No

If yes, please explain _____

Do you possess a teaching certificate? ☐ Yes ☐ No If yes, valid through _____

Organization issuing certificate _____

Areas of certification_____

Are you currently employed? [☐] Yes [☐] No If yes:

May we contact your present employer? [☐] Yes [☐] No

Have you had to miss work for any extended period of time over the past year? If yes, please explain.

LIST LAST 3 EMPLOYERS (START WITH MOST RESENT)

1. Company Name_____ Job Title _____
Address_____ Job Description: _____

Telephone No._____ Dates Employed: _____
Starting Salary: _____
Ending Salary: _____
Supervisor's Name / Title: _____ Reason for Leaving: _____

If this was a teaching position, please advise:
Christian School [☐] Yes [☐] No Curriculum used: _____
Ages, grades and/or subjects taught_____

2. Company Name_____ Job Title _____
Address_____ Job Description: _____

Telephone No._____ Dates Employed: _____
Starting Salary: _____
Ending Salary: _____
Supervisor's Name / Title: _____ Reason for Leaving: _____

If this was a teaching position, please advise:
Christian School [☐] Yes [☐] No Curriculum used: _____
Ages, grades and/or subjects taught_____

3. Company Name_____ Job Title _____
Address_____ Job Description: _____

Telephone No._____ Dates Employed: _____
Starting Salary: _____
Ending Salary: _____
Supervisor's Name / Title: _____ Reason for Leaving: _____

If this was a teaching position, please advise:
Christian School [☐] Yes [☐] No Curriculum used: _____
Ages, grades and/or subjects taught_____

PERSONAL REFERENCE INFORMATION

Please list names and addresses of at least three personal references that are qualified to describe your character and background. Please do not list relative or previous employers.

NAME

ADDRESS

PHONE

EDUCATIONAL INFORMATION

	SCHOOL CITY/STATE	YEARS COMPLETED	GRADUATION DATE	DEGREE / MAJOR
High School				
University/ College				
Business / Vocational				
Grad School				

Specialized training courses: _____

Are you planning to further your education? [☐] Yes [☐] No

If yes, when? _____

If you are presently enrolled in school, what are you studying? _____

SPECIAL TALENTS / MISCELLANEOUS EXPERIENCE

Have you ever held any positions of leadership that are relevant to your ability to perform the job for which you are applying? [☐] Yes [☐] No

If yes, state the organization and position held _____

Please state other interests, such as hobbies or recreational activities: _____

SPIRITUAL & DOCTRINAL PHILOSOPHY INFORMATION

What church are you currently attending? _____

City

Denomination

Pastor

Are you a member? [☐] Yes [☐] No How frequently do you attend? _____

Do you have personal assurance that you are a Christian? _____

Describe your relationship with Jesus Christ. _____

Please read the "Statement of Doctrinal Beliefs" on the last page. Are you in agreement? [☐] Yes [☐] No

If no, please explain:

Is a regular time of personal prayer and devotions important to you? [☐] Yes [☐] No Why?

Why do you desire to teach at SOFA?

TEACHER EXPECTATIONS

I will arrive on time and at the campus in time to set up and receive students.

I will strive to keep lessons on the agreed to time schedule.

I will contact SOFA administration with any problems immediately.

I will turn in all student info (i.e. missed lessons, no show forms, etc.)

I understand all student payments are to be handled in the Financial Office.

Payments for my services are available monthly by the 30th for that month's lessons.

I will follow the standards of policy in relating to the faculty, administration, parents and students of SOFA.

NON COMPETE

In fairness to our school we require all teachers to sign a non-compete agreement. Simply put, any teacher with more than 3 students promises that in the event they quit teaching for SOFA they will not teach any former student from SOFA for one year from the date of the last date of their employment.

To the best of my knowledge, I have truthfully answered every question and I give my permission to this administration to contact former employers, references, or institutions in regard to my character and background, fully realizing that any misrepresentation of the truth would result in my termination of employment.

Signature

Date

NOTICE OF NON-DISCRIMINATION POLICY

SOFA encourages and welcomes all individuals to apply for employment regardless of race, color or nationality. SOFA does not discriminate on the basis of race, color or nationality in the administration of any program of the school

STATEMENT OF DOCTRINAL BELIEFS



School of Fine Arts

A Ministry of South Orlando Baptist Church

(As in agreement with Constitution and Bylaws of South Orlando Baptist Church)

DOCTRINE OF THE BIBLE: We believe that the entire Bible, all 66 books of the combined Old and New Testaments are inspired by God and are inerrant in original writings. The work of God is the only infallible and authoritative rule of faith and practice. (II Timothy 3:16-17, II Peter 1:20-21)

DOCTRINE OF GOD: We believe that there is only one true and eternally existent God. He exists co-equally in three persons – God the Father, God the Son, and God the Holy Spirit. These three are the same in essence, but distinct in personality. (Isaiah 45:21, John 14:16, 26)

DOCTRINE OF JESUS CHRIST: We believe that Jesus Christ is the only begotten Son of God and the second Person of the Triune God. He was conceived by the Holy Spirit, born of a virgin, lived a sinless life and performed many miracles. We believe Jesus Christ died a substitutionary sacrifice on the cross to pay the debt for our sins, was buried, bodily resurrected and ascended to the right hand of God the Father. We believe He will return literally, visibly and personally in glory and power. (John 1:1-3, 14; Matthew 1:18-25; Philippians 2:5-9; I Corinthians 15:1-8, 17; Acts 1:9-11)

DOCTRINE OF THE HOLY SPIRIT: We believe that the Holy Spirit is the third Person of the Triune God. He is the chief convicter of sin, the chief agent of regeneration (regeneration meaning to cause to be born again or change from a natural to a spiritual state). The Holy Spirit is also the chief agent of sanctification (which means to be set apart). The Holy Spirit lives within every believer and empowers every believer to live a Godly life. (John 14:16-19; 16:7-15; I Corinthians 6:19-20; Romans 8:9-11; Titus 3:5)

DOCTRINE OF ANGELS: We believe that angels are spirit beings, which God has created. They are not the same beings as God or man, but instead a third type of being. Angels have a great and wide ministry, some of which are: ministering to Christian believers (Hebrews 1:14), bringing answers to prayers (Daniel 9:21-22, Acts 12:5-7), encouraging in times of danger (Acts 27:23-24) and helping to deliver in times of danger (Acts 5:19, 12:7-10).

DOCTRINE OF SIN: We believe that sin originated with Adam and Eve. This act resulted in the fall of all mankind; therefore, all people have sinned. We believe every person's sin incurs both physical and spiritual death until there is forgiveness and salvation by the grace of God. (Genesis 3:1-24; Romans 3:10-23; 5:12-21; 6:23)

DOCTRINE OF SALVATION: We believe that salvation of lost and sinful people is a free gift of God's grace apart from human works. We believe salvation is received only through faith in the Person and finished work of Jesus on the cross and His resurrection from death. (Ephesians 2:8-10, 11 Corinthians 5:21)

DOCTRINE OF THE CHURCH: We believe that the church is the body of Christ and the family of God. It is made up of saved and baptized believers, who regularly join together for worship, fellowship, and ministry. (Matthew 16:18; 1 Corinthians 12:12-14; Hebrews 10:25)

DOCTRINE OF EVANGELISM: We believe that it is the responsibility and privilege of every Christian to proclaim the good news of Jesus Christ and to seek to make growing disciples. (Matthew 28:18-20; Acts 1:8)

THE HOME: In addition to these important beliefs, we also believe that God has given the parents of the home the responsibility to bring up their children in the nurture and admonition of the Lord (Ephesians 6:4; Proverbs 22:6). We believe that a consistent and whole education will occur when home, church and school work closely together and are in agreement on the basic concepts of life.