WESTGATE BAPTIST CHURCH
1990 Old Reidville Road • Spartanburg, SC 29301
Phone:(864)576-4953 • wbcs.org

WESTGATE BAPTIST CHURCH AND CHRISTIAN SCHOOL
EMPLOYMENT APPLICATION

Westgate Baptist Church and Christian School is a religious organization that does not discriminate against applicants for employment on the basis of race, age, biological gender, national origin, disability, veteran's status, or marital status. **Westgate Baptist Church and Christian School reserves the right to discriminate on the basis of religion to the full extent permitted by law.** This application will be current for thirty (30) days only. If Westgate Baptist Church and Christian School contacts you after the end of thirty (30) days, you must fill out a new application in order to be hired.

PLEASE TYPE OR PRINT YOUR ANSWERS TO THE FOLLOWING QUESTIONS. PLEASE ANSWER ALL QUESTIONS - AN INCOMPLETE AND/OR ILLEGIBLE APPLICATION WILL NOT BE CONSIDERED.

PERSONAL INFORMATION

Date _____ Position Requested _____

Full Legal Name _____
Last First Middle

Other Names Used _____

Current Address _____

City _____ State _____ Zip Code _____

Telephone _____ May we text you? Y N E-mail _____

IF AT THE ABOVE ADDRESS LESS THAN FIVE YEARS, PLEASE LIST PREVIOUS ADDRESS.

Street Address _____

City _____ State _____ Zip Code _____

Please list all other cities and states in which you have lived as an adult:

EMPLOYMENT HISTORY (List present or most recent employer first. If more space is needed, add additional pages.)

EMPLOYER		SALARY		DATES	
		START	FINISH	FROM	TO
ADDRESS					
POSITION	SUPERVISOR		PHONE		
DUTIES		REASON FOR LEAVING			

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ADDRESS					
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DUTIES		REASON FOR LEAVING			

EDUCATION (List most recent educational experience first)

EDUCATION AND TRAINING LEVELS ARE RELEVANT FOR EMPLOYMENT ONLY TO THE EXTENT ALLOWED BY LAW

SCHOOL NAME	LOCATION	YEARS ATTENDED	DEGREE RECEIVED	MAJOR / MINOR / GPA

GRADUATE WORK (If Master's Degree has not been completed)

SCHOOL NAME	COURSE	NUMBER OF CREDITS	GRADE	DATE

BACKGROUND INFORMATION

1. Are you legally eligible for employment in the US? ☐ YES ☐ NO
*****Proof of citizenship or immigration status will be required upon employment.

2. Have you ever been the subject of a civil lawsuit involving sexual misconduct, sexual harassment, sexual abuse or other immoral behavior or conduct, involving adults or children? Have you ever been the subject of an investigation or allegation of sexual misconduct, sexual abuse or sexual harassment involving adults or children?
☐ YES ☐ NO If yes, please attach a statement describing the circumstances and relevant facts.

3. Were you a victim of sexual abuse or molestation while a child? (If you prefer, you may refuse to answer this question, or you may discuss your answer in confidence rather than answering on this form. Answering yes, or failing to answer will not automatically disqualify an applicant.) ☐ YES ☐ NO

4. Are you over 18 years of age? ☐ YES ☐ NO

5. Contact for notification in case of emergency _____

6. Phone number and relationship to you _____

7. If hired, when would you be available? _____

8. Are there any days/hours you would not be available to work? _____

9. Have you previously worked for us? (If yes, give dates) _____

10. Do you have any friends or relatives employed by us? (If yes, please list) _____

_____

11. Who referred you to us? _____

12. Do you have any other skills you wish to mention? _____

_____

CHURCH AND CHARITABLE ACTIVITY

Name of church where you are currently a member: _____

Pastor's Name _____ Phone Number _____ Email _____

How many services do you typically attend weekly? _____ How many services does your church have? _____

If a member of Westgate Baptist Church, how long have you been attending? _____

How long have you been saved? _____ Please share your salvation experience and basis of eternal hope.

List other churches you have attended over the past five years:

Church Name	Phone Number	Contact Person	Years Attended

List current or previous church (or other volunteer) positions or experience:

Organization	Phone Number	Contact Person	Experience or Position

REFERENCES (Please include full contact information)

*** One reference must be a person of the opposite sex, one a family member, and the rest non-family members.**

PERSONAL

Name		Address		
City	State	Zip	email	phone

PROFESSIONAL/CIVIC

Name		Address		
City	State	Zip	email	phone

FAMILY MEMBER

Name		Address		
City	State	Zip	email	phone

LEGAL HISTORY

For any "yes" answers, please attach a detailed explanation in writing.
An affirmative answer does not necessarily disqualify an applicant from employment.

Y N Have you ever been convicted of a criminal offense (felony or misdemeanor) involving moral turpitude or violence? (Crimes of moral turpitude involve fraud, theft or dishonesty).
Answer "yes" if you have entered a plea agreement, including a deferred sentence or deferred judgment arrangement in connection with a criminal case.
Answering "yes" does not necessarily preclude applicant from employment.

Y N Have you ever been charged with a sexual offense, offense relating to children, or crime of violence?

Y N Have you ever reported to any organization or registry for abuse or misconduct involving children?

Y N Do you have any disciplinary action or investigation pending by an employer, other organization, professional association, or licensing body, for violence, sexual misconduct, or misconduct involving children?

Y N Have you ever been disciplined or dismissed from any volunteer or employment position for any reason or following an allegation of sexual misconduct, physical aggression, verbal aggression, or other inappropriate behavior or conduct?

Y N Have you ever been reprimanded, or asked to leave or end your involvement/work in any program or organization providing services to children?

Y N Have you ever been the subject of a complaint or disciplinary proceeding concerning any professional license or professional affiliation held by you?

Y N Do you now or have you ever sought out or intentionally viewed child pornography?

TEACHER APPLICANTS ONLY

Teacher Certification Y N

Type of Certificate _____ Certificate Number _____ Issuing Organization _____

Teaching Internship (School & Address) _____

Advisory Teacher _____ Grades & Subjects _____

Teaching Experience (list most recent first): Total number of years _____

SCHOOL NAME	ADDRESS	SUPERVISOR	SUBJECTS/ GRADE	DATES

Placement

What grades or subjects are you prepared to teach? _____

What grades or subjects do you prefer? _____

What clubs or extra-curricular activities could you sponsor or assist? _____

ARTICLES OF FAITH

- We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
- We believe that there is one God, eternally existent in the persons of Father, Son, and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His personal return in power and glory.
- We believe that for salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential.
- We believe in the resurrection of both the saved and lost: they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.
- We believe in the spiritual unity of believers in our Lord Jesus Christ.
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian in enabled to live a godly life.
- We believe that a marriage is between one man and one woman, and that immorality and gender fluidity are sin.

STANDARDS OF CONDUCT

Members of this faculty and staff are required to be "born-again believers". The faculty and staff must live a life of high moral standards, not only during school hours, but also during the off-time hours from school. The faculty and staff should be a godly example in their actions, speech, and attire. We believe a God-filled life will contribute to the spiritual growth and development of our coworkers, as well as the students of our school. Full time members of this faculty and staff (except for pastors of other churches and their spouses) are required to belong to Westgate Baptist Church unless an exception is granted in writing by the administration. They must attend regularly and actively participate in and support this local church ministry.

APPLICANT STATEMENT

PLEASE READ CAREFULLY BEFORE SIGNING

I hereby authorize you to contact any references or organizations listed in this application and authorize such references or organizations to release any information contained in their files or records concerning me. In consideration of the receipt and evaluation of this application by Westgate Baptist Church and Christian School, I release Westgate Baptist Church and Christian School, all of its agents, and all such references and organizations from any and all liability for any damage that may result from furnishing such information to you. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application, except what may be required by law.

I understand and agree that if I am offered conditional employment with the Westgate Baptist Church and Christian School, my appointment is for no definite period and may, regardless of the date or method of payment of my wages or salary, be terminated by either party at any time without previous notice or cause and is subject to change in wages, conditions, benefits and operating policies.

I agree that if the Westgate Baptist Church and Christian School employs me, in the future a potential employer may contact the Westgate Baptist Church and Christian School or its representatives concerning my work record and my work performance at the Westgate Baptist Church and Christian School.

I hereby consent to and authorize persons employed by the Westgate Baptist Church and Christian School to divulge any and all information they consider relevant to any person representing him or herself to be an employer or potential employer of mine with respect to my work and/or performance of my job at the Westgate Baptist Church and Christian School. This consent specifically includes any information related to any allegation or investigation of child abuse or sexual abuse or molestation in any form.

I agree to a medical examination or inquiry, if requested if I receive a conditional offer of employment, including the analysis for the detection of the use of illegal drugs or controlled substances. I understand that testing positive for drugs or controlled substances could prevent my employment or continued employment by the Westgate Baptist Church and Christian School.

I understand and agree that in the performance of my duties as an employee of the Westgate Baptist Church and Christian School, or after I leave the Westgate Baptist Church and Christian School, that I must hold in confidence any and all information that I come in contact with regarding my employer or its business.

I understand and agree that it is critical to the mission and ministry of Westgate Baptist Church and Christian School that all employees conform to the highest standards of safety, interpersonal conduct, and sexual morality (including abstinence from pre-marital or extra-marital sexual activity, homosexuality, bisexuality, bestiality, transgenderism, and pornography). I affirm that I will strictly comply with Westgate Baptist Church's and Christian School's policies and procedures, including those concerning child safety and protection, sexual abuse and misconduct, and interpersonal relationships. I understand and agree that failure by me to abide by such policies and procedures may result in my immediate dismissal.

My responses above are true and correct. I understand and agree that any false answers or statements made by me on this application or any supplement thereto, or any false statements made to the representative(s) of Westgate Baptist Church and Christian School during the interview process will be sufficient grounds for not hiring, or immediately discharging me, no matter when discovered.

I consent to a background check and to a review of my social media accounts. I will friend the handle "employmentwbcs" if requested. My social media accounts (Facebook, Instagram, Twitter, Snapchat, LinkedIn, etc.) are:

I HAVE CAREFULLY READ, UNDERSTAND AND AGREE TO THE FOREGOING "APPLICANT STATEMENT", AND SUBSCRIBE TO THE ARTICLES OF FAITH AND STANDARDS OF CONDUCT.

Applicant Signature _____ Date _____