

Hickory Valley Christian School

6605 Shallowford Road

Chattanooga, TN 37421

Phone: 423-894-3200 Fax: 423-894-8665

PERSONNEL APPLICATION

Name: _____ Date: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____ DOB: _____

Are you a U.S. citizen? _____ Have you ever been convicted of a felony? _____

Position You are Applying for: _____

Current Occupation: _____

Date Available for Work: _____

Education

School Name	Location	Years Attended	Degree/Certification

Additional Certifications, Licenses, or Training: _____

HVCS strives to provide high academic standards along with Christian values to develop the whole child. Please list any special skills or characteristics you possess that would help us further our mission: _____

Employment History

Employer: _____ **Supervisor:** _____
Phone Number: _____ **Pay rate:** _____
Address: _____
Position: _____
Length of Employment: (List Dates) _____
Duties Performed: _____

Reason for Leaving: _____
May we contact them? _____

Employer: _____ **Supervisor:** _____
Phone Number: _____ **Pay rate:** _____
Address: _____
Position: _____
Length of Employment: (List Dates) _____
Duties Performed: _____

Reason for Leaving: _____
May we contact them? _____

References (Please list three personal references and their contact information.)

Name	Relationship	Address	Phone Number

I certify that all answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment purposes and understand that false or misleading information provided in this application or interview may result in termination.

Signature of Applicant: _____ **Date:** _____

Please feel free to attach your resume and/or additional work history before submitting this application.