





**Staff Application** (please print or type)

***BCIS reserves the right to conduct background checks through local embassies.***

| Mr**./** Mrs**. /** Ms**.** | Date of Application |
| --- | --- |
| Last Name, First Name Middle Name | Birthday / Month / Year |
| Address City State Zip Code Country | Gender**Male / Female** | Social Security Number |
| Phone | Fax | E-mail | Citizenship | Passport Number |
| Emergency Contact Name | Relationship | Emergency Phone Numbers |
| Employer in Thailand | Name/Position of Supervisor | Address | Phone Number |
| Spouse’s Name | Spouse’s Occupation | Date of Marriage | Number of Dependent Children |
| Child’s Name | Date of Birth | Grade Completed |
| Child’s Name | Date of Birth | Grade Completed |
| Child’s Name | Date of Birth | Grade Completed |
| Health |
| Are you currently or within the last year been under the care of a doctor or taking any medication for any medical condition, or have you recently been hospitalized for had any surgeries? **Yes No**  **If yes, please explain:** |
| Educational Background |  |  |
| School / Institution | Years Completed | Degree/Diploma | GPA | Major | Minor |
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| Work Experience for past 10 years-attach additional sheets if necessary-please describe reasons for any gaps in employment |
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| Employer | Address | Supervisor | Phone | Responsibilities | Years of Employment |
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| When are you available to work? | How many years do you hope to work at BCIS? | Do you have experience with working at other educational institutions?  |
| List any professional associations of which you are a member.Name Description date joined date withdrew |
| What do you feel you are good or gifted at? | What plans do you have to further your education or expertise? |
| Are you applying for a full time position? If not, please explain. **Yes No**  |
| Briefly explain why you would like to work at BCIS. |
| **On a separate piece of paper (1-2 pages) please write out your testimony of Salvation.** |
| Please list any Biblical study or mission courses you have taken.Title Description Institution date completed credits earned |
| Have you had missions experience before? If yes, briefly describe the experience(s). **Yes No**  |

References (A minimum of two are required.)

| Name | Address | Phone Number | E-mail Address |
| --- | --- | --- | --- |
| PastorAffiliation/Denomination |  |  |  |
| Supervisor |  |  |  |
| Other(please state relationship) |  |  |  |
| Applicant Certification and Agreement |
| I understand that Bangkok Christian International School does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, or gender.I hereby certify that the facts set forth in this application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of fact during any phase of the hiring process may prevent me from being hired or if hired may subject me to immediate dismissal.I authorize BCIS to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize the releases and giving of information requested by BCIS such as employment records, performance reviews, personal references and criminal background check. I release any person, organization, or company from liability or damage that may result from furnishing the information requested. I further waive the right to personally view any references given to BCIS.I further certify that I have carefully read and do understand the above statements.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Applicant Date |

A school is only as good as its team and staff. God has blessed our school with many wonderful: dedicated professionals and loving members of our community. We look forward to reviewing those applications from like minded professionals who wish to participate in the ministry of BCIS.

If you have any other information you think would be helpful in our selection process, please include it with your application. Please send the completed application to BCIS via mail, fax, or e-mail. We will endeavor to respond to all applications within one week of arrival. If you have not heard from BCIS within one week, please contact our office.

| How did you hear about Bangkok Christian International School?Friend College Counselor Internet search Advertisement Website (please specify) Other (please specify) |
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