



THE  
COVENANT  
PREPARATORY  
SCHOOL

EST. 1993

1711 Hamblen Rd.  
Kingwood, Texas 77339  
Phone: (281) 312-6437  
Fax: (281) 312-4909

1. Complete the Faculty/Staff Application and Questionnaire.
2. Submit the completed application and questionnaire along with a current resume and college transcript (excludes substitute teacher applicants). Please provide at least two professional references.
3. Mail or fax these documents to the attention of the Executive Assistant. Documents may be e-mailed to [mholmes@covenantknights.org](mailto:mholmes@covenantknights.org). Originals must be presented if called for an interview. An official transcript will be requested if applicant is hired as a teacher or certain administrative staff positions.

*The Covenant Preparatory School does not discriminate in employment on the basis of race, color, sex, age, disability or national origin.*

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**Applicant Information**

Full Legal Name \_\_\_\_\_

Preferred Name \_\_\_\_\_ Application Date \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Alternate Telephone \_\_\_\_\_

Email Address \_\_\_\_\_ Preferred number for contact \_\_\_\_\_

Position for which application is being made \_\_\_\_\_

List co-curricular activities (coaching, student council, etc.) you are qualified to lead?

\_\_\_\_\_

Years of teaching experience (if applicable) \_\_\_\_\_

Years of coaching experience (if applicable) \_\_\_\_\_

Are you a U. S. citizen or an alien legally authorized to work in the U.S.? Yes \_\_\_ No \_\_\_

Other than minor traffic violations, have you ever been arrested and/or convicted of a crime? \_\_\_\_\_ If yes, please explain on a separate sheet of paper.

Have you ever been dismissed, resigned to avoid being dismissed, or been asked to resign from a position?

Yes \_\_\_ No \_\_\_ if yes, please explain on a separate sheet of paper.

Please describe your computer skills: Basic \_\_\_ Advanced \_\_\_ Limited

Are you currently active in a place of worship? If so, please name the place of worship: \_\_\_\_\_

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**Questionnaire for Faculty and Staff Applicants Only (excludes substitute teacher applicants)**

Please respond to the following questions on a separate page:

1. Briefly describe your commitment to and growth in the Christian faith.
2. Relate one experience that illustrates your passion for this position or uniquely qualifies you for this position.
3. The Covenant Preparatory School values the integration of Christianity into the daily experience of each student. Please briefly describe how you might facilitate that integration, when appropriate, in your teaching and/or coaching area.
4. Please briefly describe the most dynamic learning situation you have personally encountered and why you consider it so (either for your own benefit or of your own making).

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**Statement of Faith**

We believe the Bible to be the inspired, infallible, authoritative, inerrant Word of God (*2 Timothy 3:15; 2 Peter 1:21*).

We believe there is only one God, eternally existent in three persons: the Father, the Son, and the Holy Spirit (*Genesis 1:1; Matthew 28:19; John 10:30*).

We believe in the deity of Christ (*John 10:33*); His virgin birth (*Isaiah 7:14; Matthew 1:23; Luke 1:35*); His sinless life (*Hebrews 4:15; Hebrews 7:26*); His miracles (*John 2:11*); His vicarious and atoning death (*1 Corinthians 15:3; Ephesians 1:7; Hebrews 2:9*); His resurrection (*John 11:25; 1 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 in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; that men are justified on the single ground of faith in the shed blood of Christ; and that only by God's grace and through faith alone are we saved (*John 3:15-19; John 5:24; Romans 3:23; Romans 5:8-9; Ephesians 2:8-10; Titus 3:5*).

We believe in the resurrection of both the saved and the lost, they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (*John 5:28-29*).

We believe in the spiritual unity of believers in our Lord Jesus Christ (*Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28*).

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life (*Romans 8:13-14; 1 Corinthians 3:16; 1 Corinthians 6:19-20; Ephesians 4:30; Ephesians 5:18*).

\_\_\_\_\_ I fully support the Statement as written without mental reservations.

\_\_\_\_\_ I support the Statement except for the area(s) listed and explained on a separate paper.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

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**APPLICANT'S CONSENTS AND AGREEMENTS**

- I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid and receive benefits only through the day of release.
- I authorize The Covenant Preparatory School to thoroughly investigate references, work records, performance reviews, letters, reports and other information related to suitability for employment.
- I authorize references and former employers to disclose to the school any and all employment records, performance reviews, letters, reports and other information related to my life and employment without giving me prior notice of such disclosure.
- I hereby release The Covenant Preparatory School, my former employers, references and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.
- I waive the right to ever personally view any references given to The Covenant Preparatory School.
- I understand that this is only an application for employment and that no employment contract is being offered at this time.

**DECLARATION OF ETHICAL AND MORAL INTEGRITY**

- As an applicant for employment at The Covenant Preparatory School and its ministries, I \_\_\_ recognize, understand and agree to live by the moral and ethical standards of the school. I further declare that with regard to my personal morality, ethical character, and conduct as of this date, I am not, nor have been in the past engaged in inappropriate conduct toward minors, nor do I have inclinations toward such conduct. Inappropriate conduct includes the following: homosexuality, verbal, physical, or sexual abuse as defined by Scripture and state law. I do declare that the above statement is factual and true. By affixing my signature, I declare that I meet the moral and ethical standards of The Covenant Preparatory School.
- I certify that I have carefully read and understand the above statements.

\_\_\_\_\_  
Signature of Applicant Date \_\_\_\_\_

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**THE COVENANT PREPARATORY SCHOOL  
CONSENT FOR CRIMINAL BACKGROUND HISTORY CHECK**

*The Covenant Preparatory School is required by our insurance carrier to conduct a national criminal background check and to contact personal references listed on your application for employment. The criminal background check will be conducted through Choice Point, a subsidiary of GuideOne Insurance.*

I hereby give my permission for The Covenant Preparatory School and its authorized agents to obtain information relating to my criminal history record and to check the personal references provided in my application for employment. The criminal history record, as received from the reporting agencies, may include arrest and conviction data as well as plea bargains and deferred adjudications and delinquent conduct committed as a juvenile. I understand that this information will be used, in part, to determine my eligibility for an employment or volunteer position with The Covenant Preparatory School.

I also understand that as long as I remain an employee or volunteer with The Covenant Preparatory School, the criminal history records check may be repeated at any time.

I understand that I will have an opportunity to review the criminal history and a procedure is available for clarification, if I dispute the record as received.

I, the undersigned, do for myself, my heirs, executors and administrators, hereby remise, release and forever discharge and agree to indemnify and hold The Covenant Preparatory School officers, directors, employees and agents harmless from and against any and all causes of actions, suits, liabilities, cost, debts and sums of money, claims and demands whatsoever, and any and all related attorneys' fees, court costs and other expenses resulting from the investigation of my background in connection with my application to become a volunteer/staff member.

\_\_\_\_\_  
Applicant's Signature

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

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Please print name (last, first, middle)

\_\_\_\_\_  
Maiden name or other names you have been known by

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Gender

\_\_\_\_\_  
Driver's license issuing state, number & expiration

Revised 06/01/2016