



APPLICATION FOR EMPLOYMENT

1650 Brush College Road NW Salem, Oregon 97304
Phone: 503.361.8779

Thank you for your interest in joining the team at Riviera Christian School. Our school and childcare are a ministry of West Hills Community Church, whose mission is "Leading people to pursue a Jesus-centered life together." As employees of WHCC and servants of Jesus Christ, successful applicants will demonstrate that their lives align with biblical values and the WHCC statement of faith. The hiring process will include at least one interview and contact with your references. Offers of employment will be dependent on a successful background check.

If you are a follower of Christ who will lead by example, professing Jesus as your Lord and Savior (Titus 2: 7 – 8), I invite you to fill out this application.

Thank you,

Faith Gerber
RCS Principal & Childcare Director

I. Personal Information:

Application Date: _____ Date Available: _____

Position(s) Interested in: _____

Full Name (First, Middle, Last): _____

Current Address _____

Phone Number: _____ Email: _____

How did you learn about this opportunity? _____

II. Spiritual Qualifications

These qualifications are essential for employment at Riviera Christian School. Failure to support and comply with these standards will be grounds for disciplinary action.

1. Must be a "born-again" Christian who regularly attends and financially supports a local church whose beliefs are in alignment with the RCS Statement of Faith.
2. Believes that the Bible is God's Word and that it is the final authority on all matters of faith, truth, and personal conduct.
3. Must be a role model of Christian living both in and out of school, seeking to grow spiritually by developing the Fruits of the Spirit in one's own life.

Church Name: _____

Church Address: _____

Senior Pastor's Name: _____

Are you a member? Yes ___ No ___

How would you describe your in-person attendance:

___ Regular (Almost all Sundays)

___ Occasional (Once or twice a month)

___ Very Occasional (A few times a year)

Describe your volunteer or ministry participation in church: _____

Do you believe the Bible is the only inspired Word of God? Yes ___ No ___

Do you believe the Bible is the final authority on all matters of faith, truth, and personal conduct? Yes ___ No ___

III. Work Experience: Please list the last three positions/jobs you have held, your primary responsibilities, and the best reference (preferably your supervisor) to contact. Please list them with your most recent position first.

1. Position Held _____ Dates _____

Name of Company/School: _____

Primary Responsibilities: _____

Best Reference to Contact: _____

Phone: _____ Email: _____

OK to contact? Yes No, because _____

2. Position Held _____ Dates _____

Name of Company/School: _____

Primary Responsibilities: _____

Best Reference to Contact: _____

Phone: _____ Email: _____

OK to contact? Yes No, because _____

3. Position Held _____ Dates _____

Name of Company/School: _____

Primary Responsibilities: _____

Best Reference to Contact: _____

Phone: _____ Email: _____

OK to contact? Yes No, because _____

IV. Professional Qualifications:

Highest level of education completed: _____

Degrees held/completed: _____

Do you hold a valid Oregon Teaching License or certification? Yes No

If so, which license and what is the expiration date? _____

Other relevant certification/training: _____

Other Qualifications:

1. Do you have your Central Background Check (CBR)? Yes No
2. Are you enrolled in the Oregon Registry Online (ORO)? Yes No
3. Do you have a current Food Handler's Card? Yes No
4. Do you have current First Aid / CPR certification? Yes No
 - If yes, does your First Aid / CPR include infants? Yes No
5. Have you taken the following classes required for childcare?
 - Intro to Child Care Health & Safety Yes No
 - Recognizing and Reporting Child Abuse Yes No
 - Foundations for Learning Yes No
 - Safe Sleep for Oregon's Infants Yes No

Personal Testimony: On a separate page, please describe your personal testimony of faith and submit it with your application.

V. References

If you are unable to provide three references for work experience, please list one or two personal references who are not related to you.

1. Name: _____
Address: _____
Relationship: _____
Phone: _____ Email: _____

2. Name: _____
Address: _____
Relationship: _____
Phone: _____ Email: _____

Please sign below, signifying that the answers you gave in this application are accurate and true.

Signature: _____ Date: _____

Please send your completed application to Riviera Christian School 1650 Brush College Road NW Salem, Oregon 97304 or email it to employment@rivierachristian.org with the word "Application" in the subject line. Thank you!