

# Portside Christian College

## Application for Employment – Non-Teaching

### Position Details

Position sought	
Date advertised (if applicable)	

### Personal Information

Mr/Mrs/Ms/Miss/Dr/Other	
Last name	
Given names	
Residential Address	
Postal Address (if different)	
Telephone	
Mobile	
Home	
Email	
Date of Birth	
Nationality	

Do you have any physical condition, medical condition or any other condition which may affect your ability to perform the required duties?

Yes		No	
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If 'Yes', please provide details

Are there any other reasons which may affect your ability to perform the required duties?

Yes		No	
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If 'Yes', please provide details

Have you ever been convicted or found guilty of a criminal offence?

Yes		No	
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If 'Yes', please provide details

Are you willing to undertake a Department for Communities and Social Inclusion (DCSI) screening check?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Are you willing to undergo a medical examination, if requested?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Marital Status (please tick)

Married	<input type="checkbox"/>	Single	<input type="checkbox"/>	Separated	<input type="checkbox"/>	Divorced	<input type="checkbox"/>	Widowed	<input type="checkbox"/>
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### Christian Background

Give a brief account of how and when you became a Christian

Describe your relationship with the Lord at present

## Your Church Background and Details

What denomination is your Church?	
Which Church are you presently involved with?	

Current Pastor's Details	
Name	
Mobile	
Church Landline	
Email	

Which of the following describes your Church attendance the best? (please tick)

<input type="checkbox"/> Weekly	<input type="checkbox"/> Monthly	<input type="checkbox"/> Special occasions only e.g. Christmas
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In what capacity are you involved in your local Church, other than church attendance?

## Your Perspective

Give a brief account of your position regarding Creation Science. Explain your position clearly regarding the theory of evolution and what the Bible teaches

**What is your personal position on the following?**

Discipline

Use of drugs and other addictive substances (e.g. tobacco, alcohol)

Sexuality (marriage, living together, sex before marriage)

Homosexuality

Dress (attire)

Behaviour

The occult (including astrology, spiritism, Halloween)

## Training and Qualifications

What qualifications do you hold?

Qualifications	Name of Institution	Year Conferred

What were your fields of study?

How would you define your computing skills? (E.g. advanced, intermediate, basic)

What other qualifications do you have?

Qualifications	Name of Institution	Year Completed

What Bible College courses or other Christian Education courses have you undertaken?

Course	Name of Institution	Year Completed

## Previous Experience

Please list all previous employment experience

Year/s	Name of Employer

## Highest Levels of Leadership

Please list the highest levels of leadership that you have held

Year/s	Name of Employer	Level

Please provide any additional information that may be relevant to this application

## References

Name and address of two referees from whom confidential reports may be obtained (other than your Church Pastor detailed above)

### Referee 1

Name	
Address	
Position	
Contact Phone No.	

### Referee 2

Name	
Address	
Position	
Contact Phone No.	

# Portside Christian College

## Statement of Beliefs

We believe

- In the Bible as the inspired Word of God.
- In God, the Creator, who has revealed Himself in the Persons of the Father, Son and the Holy Spirit.
- In the Divinity, the virgin birth and the sinless Humanity of Jesus Christ, and in His miraculous ministry, His suffering and death on the Cross as the only Saviour for the sins of the world, and His resurrection from the dead.
- That Jesus will return to the earth as its final Judge of the living and the dead.
- That all people fall short of God's perfect standard and can only find forgiveness through faith in the saving work of Jesus Christ.
- That all people who have put their faith in Jesus Christ will witness a transformation in their lives, exemplified by repentance and holiness of conduct.
- In Christian Baptism, by full immersion in water, of those who have personally placed their faith in Jesus Christ.
- In regularly celebrating the Lord's Supper, remembering Jesus Christ's saving work.
- In the Baptism in the Holy Spirit, with the normal initial evidence of speaking in unknown languages.
- In the miraculous gifts of the Holy Spirit.
- That God heals the sick today through active faith in His grace.
- In the power of prayer.
- In God's community of believers, the church and its responsibility to spread the message of the Gospel to all people and nations.

	Yes	No
Do you agree with and support Portside Christian College's Statement of Belief?		

## College Values

The College values are

- Christ-Centred *Learning*
- Christ-Centred *Caring*
- Christ-Centred *Serving*
- Christ-Centred *Community*

	Yes	No
Will you support and uphold Portside Christian College's Values?		

<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	



## Declaration

I declare

- That the answers to the foregoing are to the best of my knowledge true and correct in every way.
- That if my application for employment is successful I will be bound by and will at all times observe and respect such terms and conditions of my employment and such policies and rules as may from time to time be promulgated, specified or otherwise stipulated by my employer.
- That I understand that any erroneous or false declaration made by me in this application may result in disciplinary action, or possible dismissal.
- That I understand that if my application is successful my employment is subject to a satisfactory medical report provided by a Medical Practitioner nominated by the employer and a National Police Certificate check. Such examinations will be paid for by the employer.

<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	

# Portside Christian College

## Employment Collection Notice

1. In applying for this position you will be providing the College with personal information. The College can be contacted as follows

Portside Christian College  
1 Causeway Road  
New Port SA 5015

Ph. 08 8341 5133  
Fax 08 8242 3046  
[principal@portside.sa.edu.au](mailto:principal@portside.sa.edu.au)

2. If you provide Portside Christian College with personal information, for example, your name and address or information contained in your resume, we will collect the information in order to assess your application for employment. We may keep this information on file if your application is unsuccessful in case another position becomes available.
3. Portside Christian College's Privacy Policy (available on the College website [www.portside.sa.edu.au](http://www.portside.sa.edu.au)) sets out how you may seek access to personal information collected about you and how you may complain about a breach of privacy and how the College will deal with such a complaint. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
4. Portside Christian College will occasionally use outside experts or consultants to assist the College with recruitment and appointment. In these circumstances, our contractual agreements with these parties will require the same commitment to your privacy as the College gives you. We will not disclose this information to any other third party without your consent.
5. Portside Christian College has a policy of conducting employment screening checks, including
  - Character and professional references
  - Criminal history checks

We may also collect personal information about you in accordance with these laws.

6. Portside Christian College may store personal information on its secure, on-site server.
7. If you provide Portside Christian College with the personal information of others, we encourage you to inform them that you are disclosing that information to the College and the reasons, so that they can access that information if they wish, and that the College does not usually disclose the information to third parties.

<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	