

**APPLICATION FOR FACULTY POSITION**

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| Office of Human Resources Box 4052 Clinton, MS 39058  *It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, color, age, gender or national origin. Federal law expressly recognizes exemptions claimed by religious institutions.* |

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| **PERSONAL DATA:** | *(Please Print Plainly)* | Date of Application |  |

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| --- | --- |
| Name |  |
|  | (Last) (First) (Middle) |

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Present Tel. No. Personal E-Mail Address

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| Present Address |  |
|  | (Street) (City) (State) (Zip) |
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| Permanent Address |  |
|  | (Street) (City) (State) (Zip) |

Are you authorized to work in the U.S. on an unrestricted basis? Yes No

If no, what is your status?

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| --- | --- | --- | --- | --- |
| Have you ever been convicted of a felony? | | | | |
|  | Yes |  | No | (Conviction will not necessarily disqualify an applicant for employment.) |
| If yes, describe conditions: | | | | |

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| Position Desired |  |

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| All relevant items below must be completed; however, you may attach supplemental materials if more space is needed. |

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| **EDUCATION:** | | | | | | |
| COLLEGE/UNIVERSITY |  | MAJOR SUBJECT |  | DATES ATTENDED |  | DEGREES EARNED |
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| **THESIS or DISSERTATION TITLES** | |
| Master’s |  |
|  | |
| Doctor’s |  |
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| Please check: (   ) I have requested an official transcript(s) for degree(s) appropriate to my teaching field be sent directly to Mississippi College. |

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| **EMPLOYMENT HISTORY:** (List most recent first.) | | | | |
| **Position/Title/Rank** | **Employer** | **Address** |  | **Inclusive Dates** |
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| **PUBLICATIONS/MAJOR PRESENTATIONS/PERFORMANCES/FUNDED RESEARCH**: (List most recent here. Attach full listing.) |
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| **EXPERIENCE WITH EDUCATIONAL TECHNOLOGY:** (List software used personally in the classroom.) |
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| **REFERENCES:** (Include name, address, telephone [e-mail address if known] for four references, at least one of whom is familiar with your religious activities.) | | | | | |
| **Name** | **Address** | **City** | **State** | **Zip code** | **Telephone/E-mail** |
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## APPLICANT INFORMATION RELEASE

I hereby authorize any person, educational institution, or company I have listed as a reference on my employment application to disclose in good faith any information they may have regarding my qualifications and fitness for employment. I will hold Mississippi College, any former employers, educational institutions, and any other persons giving references free of liability for the exchange of this information and any other reasonable and necessary information incident to the employment process.

Signed: Date:

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**CHRISTIAN EXPERIENCE AND BELIEFS:** Please respond to the following questions.

1. Please describe your personal faith and Christian experience.

2. How does your Christianity influence your daily life?

**RELIGIOUS AFFILIATION:**

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Denominational Preference Member of (name of church)

*Mississippi College seeks faculty and staff who are committed Christians and whose Christian principles are exemplified in daily living. In filling vacancies, consideration is given to members of evangelical Christian denominations, with the understanding that first preference will be given in each case to active members of Baptist churches, provided that academic and professional standards are met. (Mississippi College Policy 1.08)*

**APPLICANT'S CERTIFICATION AND AGREEMENT**

I certify that the facts set forth in this Application for Employment, or any facts necessary to substantiate qualification for this position, are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations may result in refusal to hire or discharge. I authorize Mississippi College to make an investigation of any of the facts set forth in this application. I understand an offer of employment is contingent upon the positive outcome of a background check and drug screening.

Applicant's Signature: Date:

*Revised 08/2019*

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