



Wesley School

Teaching Staff Application Form

Dear Applicant: Thank you for your interest in Wesley School. Wesley is a Ministry Focused, interdenominational, multicultural Christian School that seeks to hire teachers with a passion for the Lord's work in Asia Pacific and a heart for kids. There are many unique aspects of working and serving here at Wesley and so we encourage you to be as transparent as possible. Once we have received your completed application along with the requested additional documents (see below) someone from the administrative team will be in touch with you.

To be considered you must submit

- ☐ Cover Letter
- ☐ Completed Application Form
- ☐ Resume
- ☐ Copy of Transcripts and Diploma
- ☐ Copy of Relevant Professional Certificates (teaching, ACSI, etc.)
- ☐ Official TOEFL/IELTS Results (if from a non-English speaking country)
- ☐ Minimum of three references (pastoral, personal, and professional)

Please email a copy of all documents to director@wesleyinterschool.org

GENERAL INFORMATION

Application Date: _____ Potential Start Date: _____

Last Name, First Name, Middle Initial: _____

Permanent Address: _____

Present Address: (if different) _____

How long will you be at this address? _____

Telephone: _____ Email: _____

Date of Birth: _____ Citizenship: _____

Marital Status (Single, Married, Divorced): _____

Applying for the position of _____

PERSONAL INFORMATION

Describe any health, family, or other information relevant to your employment at Wesley? _____

Are you directly responsible for the care of any persons (elderly parents, children, siblings) who would not be accompanying you to Indonesia? Explain_____

PRESENT POSITION

Current Position_____Current Employer_____

Present Salary_____Time in Current Position_____

Reason for Seeking New Employment_____

If hired by Wesley, how long do you expect to be available? _____

CHRISTIAN MINISTRY

Wesley School is more than a Christian school, it is a ministry. As such, most of our teachers need to raise support to compliment the school stipend. Is this something you are comfortable with? Explain_____

All teaching staff at Wesley are required to belong to a sending agency. Do you belong to a sending agency or Christian organization? If not, are you in the process of applying, or willing to join one? Explain: _____

If you answered yes to the above: Do you have income (support) coming through your sending organization? Explain_____

What is your definition of a Christian? _____

How did you become a Christian (you may attach a separate sheet)? _____

Why are you interested in serving Christ at Wesley School?_____

We believe our teachers have the unique opportunity to disciple students from all over the world, in and out of classes. How would you define discipleship and how do you believe you could have this ministry in a school setting? _____

What is your church affiliation? _____

EDUCATION

Name/Location of High School _____

| Name of University | Location | Degree Earned | Date Graduated |
|--------------------|----------|---------------|----------------|
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EXPERIENCE

Please list your work experience for the last 10 years. If you have worked as a teacher, please note grade levels and/or subject areas. You may attach a separate sheet if necessary.

| Company/Location | Position | Reason for leaving | Year(s) |
|------------------|----------|--------------------|---------|
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Please list any relevant non-work related or volunteer experiences _____

CROSS CULTURAL EXPERIENCE

What experience do you have interacting with other cultures, living overseas, or in missions? _____

Are you at peace with the fact that medical facilities, general living standards and cleanliness is at a lower level than in Western nations? Explain your thoughts. ____

Describe your level of concern about personal security while you live in Indonesia. What have you heard about the risks of living in Indonesia, particularly as they relate to religious tensions between Muslims and Christians? _____

REFERENCES

| | Name | Email | Phone |
|--------------|-------------|--------------|--------------|
| Pastoral | | | |
| Professional | | | |
| Personal | | | |

Please have all references email their letters directly to director@wesleyinterschool.org. They will also be contacted by the school to fill out the requisite online reference form.

ADDITIONAL INFORMATION/DISCLOSURES

If your answer to any of the following questions is YES, please give a complete explanation on a separate sheet of paper including duties, circumstances, and supporting documentation. Any falsification or deliberate misrepresentations, including omission of a material fact or failure to complete any part of this application/questionnaire, can be grounds for denial of employment or continued employment with Wesley School.

1. Have you ever had any certificate or license (1) subject to a reprimand (2) revoked, suspended or denied or (3) voluntarily relinquished to avoid revocation? ☐ Yes ☐ No
2. Are you currently or have you ever been the subject of any certificate or licensing investigation, inquiry or adverse action by any certification or licensing agency? ☐ Yes ☐ No
3. Have you ever been dismissed, discharged, fired or forced to resign from any employment? ☐ Yes ☐ No
4. Have you ever resigned from or otherwise left any employment while allegations of misconduct were pending? ☐ Yes ☐ No
5. Have you ever been disciplined by a past or present employer because of allegations of misconduct? ☐ Yes ☐ No
6. Are you currently or have you ever been the subject of any investigation or inquiry by an employer because of allegations of misconduct on your part? ☐ Yes ☐ No
7. Have you ever been convicted for any crime or pleaded guilty, fined or placed on probation for violation of any law? A conviction record will not necessarily bar you from employment.
☐ Yes ☐ No

Have you ever had any criminal convictions or any accusation of improper conduct at a school or towards children? _____

Please note that a "yes" answer to the foregoing questions will not automatically bar you from employment, as the individual circumstances of each matter are taken into consideration. However, if you answered yes to any of above questions, please explain the circumstances
