

Application for Employment

Personal Data

Name (Last, First, Middle)		Date
Address		
City	State	Zip Code
Primary Phone	E-Mail	
If employed, can you provide proof of authorization to work in the U.S.? (Proof of U.S. citizenship or immigration status will be required upon employment.)		Yes No
Position(s) applying for	Salary Requirement	
Referred by:	Ad Church Mailing CT Website CT Employee (Name)	Other

CT strives to advance and support the Christian faith and community by creating publications and web-based resources for Christian thought leaders, church leaders, and those who play a role in shaping our culture. How do your personal beliefs and commitments support this purpose?

Education Record

High School

City/State		
Did you graduate?	Yes	No

College/University

City/State					
Degree/Field of Study	Years attended	1	2	3	4

Graduate School

City/State					
Degree/Field of Study	Years Attended	1	2	3	4

Address				
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Other Education

Additional Skills and Qualifications:

Summarize any skills or qualifications that you acquired through employment or other experience that are applicable to the job that you are applying for. (E.g., Computer Skills, Licenses, Training, Professional Certifications, Awards)

Employment History and Internships

Begin with most recent employer.

1. Employer	Dates of Employment
Address	
Phone	Starting Salary Ending Salary
Title/Responsibilities	

Manager's Name

Reason for Leaving	May we contact for reference?	Yes	No
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Most enjoyable job duties

Least enjoyable job duties

2. Employer	Dates of Employment
Address	
Phone	Starting Salary Ending Salary
Title/Responsibilities	

Manager's Name

Reason for Leaving	May we contact for reference?	Yes	No
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Most enjoyable job duties

Least enjoyable job duties

3. Employer

Dates of Employment

Address

Phone

Starting Salary

Ending Salary

Title/Responsibilities

Manager's Name

Reason for Leaving

May we contact for reference? Yes No

Most enjoyable job duties

Least enjoyable job duties

4. Internship

(If currently a student or recent graduate)

Dates of Internship

Address

Phone

Assignments

Manager's Name

May we contact for reference? Yes No

5. Other positions held

Employer	Position	Date Began	Date Left	Reason for Leaving

References

Please list (2) colleagues with whom you have recently worked.

1. Reference Name

Relationship

Address

Phone

2. Reference Name

Relationship

Address

Phone

CT's Mission, Vision, and Christian Faith

As a condition of employment, employees of Christianity Today are required to acknowledge agreement with CT's Mission and Vision Statements, affirm a personal faith and trust in Jesus Christ as Lord and Savior, and affirm the historic doctrines of the Christian faith as expressed in the Apostles' Creed. Employees in executive leadership and editorial positions must also acknowledge agreement with CT's Statement of Faith.

Do you acknowledge and agree with the following statements as they apply to the position for which you are seeking employment? Yes No

CT Mission: Equipping Christians to renew their minds, serve the church, and create culture to the glory of God

CT Vision: The church grown up into the fullness of Christ

Statement of Historic Christian Beliefs (Apostle's Creed)

I believe in God, the Father almighty, creator of heaven and earth. I believe in Jesus Christ, his only Son, our Lord. He was conceived by the power of the Holy Spirit and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died, and was buried. He descended to the dead. On the third day he rose again. He ascended into heaven, and is seated at the right hand of the Father. I believe in the Holy Spirit, the holy catholic church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting. Amen.

CT Statement of Faith

- The sixty-six canonical books of the Bible as originally written were inspired of God, hence free from error. They constitute the only infallible guide in faith and practice.
- There is one God, the Creator and Preserver of all things, infinite in being and perfection. He exists eternally in three Persons: the Father, the Son, and the Holy Spirit, who are of one substance and equal in power and glory.
- God created Adam and Eve in his own image. By disobedience, they fell from their sinless state through the temptation by Satan. This fall plunged humanity into a state of sin and spiritual death, and brought upon the entire race the sentence of eternal death. From this condition we can be saved only by the grace of God, through faith, on the basis of the work of Christ, and by the agency of the Holy Spirit.
- The eternally pre-existent Son became incarnate without human father, by being born of the Virgin Mary. Thus, in the Lord Jesus Christ, divine and human natures were united in one Person, both natures being whole, perfect, and distinct. To effect salvation, he lived a sinless life and died on the cross as the sinner's substitute, shedding his blood for the remission of sins. On the third day he rose from the dead in the body which had been laid in the tomb. He ascended to the right hand of the Father, where he performs the ministry of intercession. He shall come again, personally and visibly, to complete his saving work and to consummate the eternal plan of God.
- The Holy Spirit is the third Person of the Triune God. He applies to man the work of Christ. By justification and adoption we are given a right standing before God; by regeneration, sanctification, and glorification our nature is renewed.
- When we have turned to God in penitent faith in the Lord Jesus Christ, we are accountable to God for living a life separated from sin and characterized by the fruit of the Spirit. It is our responsibility to contribute by word and deed to the universal spread of the Gospel.
- At the end of the age, the bodies of the dead shall be raised. The righteous shall enter into full possession of eternal bliss in the presence of God, and the wicked shall be condemned to eternal death.

Applicant Signature

I declare that the information provided by me in this Application for Employment is true, correct, and complete to the best of my knowledge. I also understand that any misrepresentation or misleading information will be deemed sufficient to cancel this application and/or result in discharge if employed. I also understand that if employed, I am free to terminate my employment at any time, and Christianity Today (CT) is also free to terminate my employment at any time. I also understand that no representative of CT has the authority to make any assurances to the contrary, other than the Chief Executive Officer of CT. This application is valid only for 180 days from the date signed/dated below.

Signature of Applicant

Date

Thank you or your interest in Christianity Today. Please submit by e-mailing a saved, signed copy of this employment application to hrdept@christianitytoday.com or fax to 630-260-8428. Due to the high volume of applications, we are unable to given every candidate the courtesy of a verbal reply. We appreciate your understanding!