



**Palm Beach
Atlantic**
UNIVERSITY

STAFF APPLICANT QUESTIONNAIRE

Staff Applicant Questionnaire

Palm Beach Atlantic University

PALM BEACH ATLANTIC UNIVERSITY AT A GLANCE

Guiding Principles

Palm Beach Atlantic University is a comprehensive Christian university with a significant core emphasis in the liberal arts. Its purpose is to offer a curriculum of studies and a program of student activities dedicated to the development of moral character, the enrichment of spiritual lives and the perpetuation of growth in Christian ideals.

Founded under the providence of God with the conviction that there is a need for a university in this community that will expand the minds, develop the moral character and enrich the spiritual lives of all the people who may come within the orbit of its influence, Palm Beach Atlantic University shall stand as a witness for Jesus Christ, expressed directly through its administration, faculty, staff, and students.

To assure the perpetuation of these basic concepts of its founders, it is resolved that all those who become associated with Palm Beach Atlantic University as trustees, officers, members of the faculty, or of the staff, must believe in, and affirm in principle and practice, the divine inspiration of the Bible, both the Old and New Testaments; that man and woman were directly created by God; that Jesus Christ was born of a virgin; that He is the Son of God, our Lord and Savior; that He died for the sins of all and thereafter arose from the grave; that by repentance and the acceptance of and belief in Him, by the grace of God, the individual is saved from eternal damnation and receives eternal life in the presence of God; and it is further resolved that the ultimate teachings in this University shall always be consistent with, and not contrary to, these principles.

(These principles were adopted by the University's founders and they serve as the preamble to the PBA bylaws.)

Purpose

Palm Beach Atlantic University is a Christian university that equips students to lead fulfilling lives through learning, leadership and service.

Vision

The vision for Palm Beach Atlantic University is to be a premier Christian university, whose graduates are intellectually prepared, possess high moral character, demonstrate outstanding citizenship, and are servant leaders in their communities, the nation and the world.

Mission

The mission of Palm Beach Atlantic University is to prepare students for lifelong learning and leadership by offering excellent undergraduate, graduate and professional programs of study in the Arts, Humanities, Sciences and selected professions. Palm Beach Atlantic University is a private, independent university dedicated to the intentional integration of Christian principles. As a community of learners, the University provides students with a rigorous educational environment that leads to intellectual, spiritual and personal character development.

Values

Accountability
Excellence
Integrity
Love
Respect
Unity

Staff Applicant Questionnaire

Palm Beach Atlantic University

APPLICATION for STAFF POSITION

Date: _____

Personal Information

_____	_____	_____	_____
First Name	Middle Name	Last Name	Maiden Name
_____	() -	() -	
Last Four Digits of Social	Home Phone #	Mobile/Other Phone #	

Present Address:

_____	_____	_____	_____
Street Address	City	State	Zip Code

Permanent Address:

_____	_____	_____	_____
Street Address	City	State	Zip Code

Preferred Name: _____

E-mail Address: _____

Are you prevented from lawfully becoming employed in this country? No Yes

Have you ever been convicted of a felony? No Yes

If yes to previous question, provide details:

How did you hear of the position? _____

Employment Desired

_____	_____
Position	Department
_____	_____
Available Start Date	Desired Salary

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Palm Beach Atlantic University

Certification

I hereby certify the information contained in this applicant questionnaire is true and correct to the best of my knowledge and Palm Beach Atlantic University is hereby authorized to verify the information unless indicated to the contrary. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing this information to the University, as well as from the use or disclosure of such information by the University or any of its agents, employees, and representatives. I understand that any misrepresentation, falsification, or material omission of information on this applicant questionnaire may result in disqualification from employment, or, if I am hired, my dismissal from employment.

In consideration of my employment, I agree to conform to the rules and standards of the University, as amended by the University from time to time at its discretion.

I also understand that all offers of employment are conditioned on the provision of satisfactory proof of my identity and legal authority to work in the United States.

I certify that the information herein and submitted with this Applicant Questionnaire is true and accurate, and that I have read and personally affirm the "Guiding Principles."

By checking this box, or by my signature below, I hereby certify and acknowledge that I have read, understand, and consent to the foregoing statements in their entirety.

Printed Name	Signature	Date
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Palm Beach Atlantic University does not discriminate on the basis of race, color, national origin, gender, age, disability, status as a veteran, or other characteristics protected by law in its programs, policies, or procedures.

APPLICATION PROCESS

Only Complete applications will be forwarded to the appropriate search committee or hiring manager for review.

A Complete Application must include:

- Resume (Including educational history and job history)
- Three References
- Statement on how you will integrate your faith into the workplace
- Completed Staff Applicant Questionnaire

Candidates who are finalists may be required to submit additional information.

Applications may be submitted via:

- E-mail to: jobs@pba.edu
- Fax to: (561) 803-2179
- Mail to: Human Resources
PBA
P.O. Box 24708
W.P.B., FL 33416-4708