



Nantucket Community School

Application for Employment

Candidate _____

Date: _____

Application Directions:

This application form must be completed in its entirety to be considered for employment. Please attach your resume, certificate, and/or reference letters as supporting documentation.

| | |
|---------------------------|--|
| Position desired? | |
| Schedule of availability? | |

Candidate's Information

| | |
|----------------------------|--|
| Name of candidate | |
| On-island physical address | |
| Permanent mailing address | |
| Preferred phone number | |
| Preferred e-mail address | |

Person to Notify in Case of Emergency

| | |
|---------------------------|--|
| Name of emergency contact | |
| Contact number | |

Education

| | Name, City & State | Years Attended | Degree, Certificates or Rank Granted |
|---------------------------|--------------------|----------------|--------------------------------------|
| High school | | | |
| College | | | |
| Graduate school | | | |
| Trade/business courses | | | |
| Military service/training | | | |
| Certificates or licenses | | | |

Employment History:

Please summarize your work history, volunteer history, special skills, and/or qualifications that may add to your success as a Nantucket Community School team member. Include additional pages if necessary.

| | Company Name | Job/Role Responsibilities | Dates of Employment | Reason for Leaving |
|---|--------------|---------------------------|---------------------|--------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |



Candidate _____

Date: _____

References (A minimum of two references are required)

By listing names, numbers, and emails below, the applicant voluntarily grants permission and consent for those individuals to be contacted for a professional reference.

| | Name | Organization & Title | Contact Number | E-mail Address |
|---|------|----------------------|----------------|----------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

Agreement and Signature

CAREFULLY READ ALL PARTS OF THIS APPLICATION FORM BEFORE SIGNING.

- A. I understand that acceptance of this application by the Nantucket Community School/Nantucket Public Schools does not imply that I will be employed.
- B. The information that I have provided is true and complete. I understand that misrepresentation or omission of any fact in my application, resume, or in any other materials, or as provided during interviews, can be justification for refusal of employment or can be justification for termination from employment, if employed.
- C. I understand that any offer of employment that I receive is contingent upon my successful completion of the pre-employment screening process, including but not limited to the Nantucket Community School/Nantucket Public Schools receiving satisfactory references, a satisfactory criminal history and Criminal Offense Record Inquiry, and satisfactory completion of any required post-offer pre-employment physical examination.
- D. In processing my application of employment, the Nantucket Public Schools/Nantucket Community School may verify all the information provided by me concerning, among other things, my prior employment or military record, education, general reputation, and personal characteristics. I hereby agree to release the school district from any and all liability arising out of the verification process.

My signature below certifies that I have read and agree with the above statement and all statements contained within this Application for Employment.

Printed Name: _____

Applicant's Signature: _____

Date of Application: _____

An Equal Opportunity Employer

The Nantucket Public Schools/Nantucket Community School are an equal opportunity employer and do not discriminate against any applicant because of race, color, religion, sex, marital status, national origin, age, disability, sexual orientation or any other class protected by federal, state or local law. Any person who needs assistance in fully participating in the application process should contact the Administrative Assistant in the Office of the Superintendent for the Nantucket Public Schools and/or the Director of the Nantucket Community School.

Thank you for submitting this application and for your interest in joining our team at the Nantucket Community School.