



Nantucket Community School

ENGAGING, STRENGTHENING & CONNECTING OUR COMMUNITY

Application for Employment

Candidate: _____

Date: _____

Application Directions:

This application form must be completed in its entirety and with signature to be considered for employment.

You may 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

	On Island	Off Island
Name of Emergency Contact		
Physical Address		
Contact Number		
E-Mail Address		

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, special skills and/or qualifications that may add to your success as a Nantucket Community School team member should you be chosen for a position. Include additional pages if necessary.

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

Volunteer History:

Please summarize your volunteer service to the community, and how those experiences have influenced your professional growth.

Mailing Address
10 Surfside Road
Nantucket, MA 02554

Nantucket Community School
Office: 508-228-7285 x5
www.nantucketcommunityschool.org

Two Office Locations
Mid Island Office: 30 Surfside Road
Downtown Campus: 56 Centre Street



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References (A minimum of three references are required)

By listing names, numbers and emails below, 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				
4				
5				

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, satisfactory completion of any required post-offer, pre-employment physical examination and pre-employment drug and alcohol test; and that continued employment may be based on the successful completion of similar tests or exams..
- D. In processing my application of employment, the Town of Nantucket/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 Town of Nantucket/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.

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