



Employment Application

Name: _____

Address: _____ City, ST, Zip: _____

Home Phone: _____ Best Phone: _____ Alt. Phone: _____

Email Address: _____ Website: _____

Are you a US Citizen? _____ Chapter 74 Certification? _____ MA DESE Certification? _____

Position(s) for which you are applying: _____

Evening Programs at NVTTHS run on Monday and Wednesday during the school year.
Are you available on these evenings (typically between 5 – 9 p.m.)?

Teaching Experience:

(List all classes, including volunteer or non-school related teaching experience)

School	Years	Topics

Relevant Experience (other than teaching)

Position	Type of Work	Employer	Dates of Service	Supervisor

Are you under contract with any other evening school program? _____ Where? _____



Nashoba Valley Technical High School

**CONTINUING COMMUNITY
EDUCATION**

Describe the classes you would like to teach (used for description to the public). What is the goal of the class? What will students learn? Certifications obtained? Any Prerequisites? (Use additional space if necessary.) Include days of the week, number of weeks, number of total hours, and desired times that the program will run.

How will you help to market the class you are hoping to teach?

Are you listed on LinkedIn? Facebook? Twitter? Please supply identities:

References:

Name	Address	Phone	Relation

I certify that the facts set forth in this employment application are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations will result in dismissal. I authorize NVTHS to make an investigation of any facts set forth in this application.

Requirement for Appointment:

- Social Security Number is required on completed W-9 form.
<https://www.irs.gov/pub/irs-pdf/fw9.pdf>
- Clear CORI report (Make appointment at NT for free screening during school hours.)
- Statewide Applicant Fingerprint Identification Services (SAFIS) compliance
www.identogo.com/FP/Massachusetts.aspx

Signature: _____ Date: _____

I understand that compensation for the Division of Continuing Community Education, as outlined in instructor contracts, is made at the end of the program after completion of the class and receipt of all required documents (ex; class roster, attendance logs, final grades, and licensure required materials).

Summer Experience: _____ Evening Continuing Education: _____

Interview: _____