

**BAHAMAS BAPTIST MISSIONARY & EDUCATIONAL CONVENTION
THE BAHAMAS BAPTIST COMMUNITY COLLEGE**



APPLICATION FOR FACULTY

Form to be completed by applicant in his/her own handwriting

Name:

Position Desired:

PART-TIME

FULL-TIME

Please complete all sections and return to:

OFFICE OF THE PRESIDENT

THE BAHAMAS BAPTIST COMMUNITY COLLEGE

P. O. BOX N-4830

NASSAU, N.P., THE BAHAMAS

TELEPHONE: (242) 364-0695

FAX: (242) 364-3209

WEBSITE: www.bbcc.edu.bs

The following documents must be submitted with the Application:

- Resume
- Birth Certificate or first four pages of valid passport
- Transcripts
- Passport size photograph
- Copies of Academic Certificates/Diplomas/Bachelor/Masters/Doctorate Degrees
- Three current written references

NOTE: THE APPLICATION WILL NOT BE PROCESSED IF ANY DOCUMENT IS NOT SUBMITTED.

SECTION I

PERSONAL INFORMATION

Name: _____
 Last First Middle

Address: _____
 Street Subdivision House/Apt. No.

P. O. Box: _____

Telephone: _____ Fax: _____
 Residence Business Cell

Email: _____ National Insurance No. _____

Birthplace: _____

Date of Birth:
 Day Month Year

Sex: Male Female

Nationality: _____ Previous Nationality (if any): _____

Marital Status: Single Married Other: _____
 Explain _____

No. of Dependents: _____ Religion: _____

Emergency Contact: _____
 Name Address

Relationship: _____

Telephone: _____ (Home) _____ (Work) _____ (Cell)

SECTION II

ACADEMIC QUALIFICATIONS

Mention the university/college from which you received your education, professional as well as general education. Attach an additional page, if necessary.

University/College	Diploma	Degree	Date

Professional qualification (if any) and date obtained

SECTION IV

EMPLOYMENT HISTORY

Employment from completion of education to present time. Mention each position held by you, the tenure, reason for leaving and salary you are now receiving.

Company	Date Employed	Position Held	Reason for Leaving

Current Salary: _____

Lecturers: List all courses you are able to teach and to which level

State whether you possess any knowledge of languages other than English.

Have you ever been convicted by any Court in the Bahamas or elsewhere? If so, give particulars.

Have you previously applied for employment at this college? If so, please give details.

Have you ever been dismissed, or otherwise removed from any position, which you have held?
If so, give details.

SECTION V

REFERENCES

Please provide the names, addresses and telephone numbers for three references other than relatives or employees of The Bahamas Baptist Community College.

Name	Address	Telephone Number

ATTACH
PHOTOGRAPH HERE

- I declare that the information in this application, which is subject to verification by The Bahamas Baptist Community College (BBCC) is correct.
- I understand that any misleading or incorrect information may render the application void and may be cause for immediate dismissal in the event of my employment.
- If I am employed, I agree to abide by the rules of BBCC and to work such hours as may be deemed necessary.
- I declare that I am in good health to undertake a teaching assignment and there are no known health challenges that would cause me not to be able to fulfill duties during the assigned term.

Signature: _____

Date: _____

OFFICE USE ONLY

Decision: Approved Not Approved

Position: _____ Date Employed: _____

Department/Division: _____

Employment Identification No. : _____

National Insurance No. : _____

Salary: _____

Probationary Period: 6 months 1 year

Work Permit Required? Yes No

Immigration Status: _____