

APPLICATION FOR APPOINTMENT AS TEACHER OF

Please complete all sections of this form. A curriculum vitae may be submitted together with the fully completed form. St Teresa's is an equal opportunities employer.

Title:.....Surname: First Names:

Telephone Nos: Home:..... Work:.....

May we contact you at work? Yes / No If necessary, the best time to call is:

Fax: E-mail:

Address:

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Marital Status:

Religion:

DfES Reference number: Qualified Teacher Status: Yes/No

This post is exempt from the Rehabilitation of Offenders Act and all convictions must be declared.

It is vitally important that the information provided in this form is true and that you declare all material matters relevant to the application. If these requirements are not followed and this is discovered following appointment, this would constitute grounds for dismissal. The school reserves the right to check any of the details which you have provided in your application.

I have read the above and confirm that the information contained in my application is correct.

I give the employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the employer and its representatives for seeking such information and all other persons, corporations or organisations for furnishing such information.

Signature of Applicant:..... Date:/...../.....

EMPLOYMENT HISTORY

Give details of your last four work positions starting with the most recent. Explain any gaps in employment.

Employer

Address

Job Title

Dates Employed From To
(please specify month/year) *(mm/yyyy)* *(mm/yyyy)*

Salary and Allowances

Reason for leaving

Summarise the nature of the work performed, your job responsibilities and any achievements attained.

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Employer

Address

Job Title

Dates Employed From To
(please specify month/year) *(mm/yyyy)* *(mm/yyyy)*

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Reason for leaving

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EDUCATIONAL BACKGROUND

List schools/colleges/universities attended, starting with the most recent. Please state whether full or part time.

School/College/ University/Institution	Dates From To	Courses/Subjects	Grades/ Standard of Award

WORK RELATED DEVELOPMENT TRAINING

Please list other courses, seminars attended in the last five years. List any training or staff development.

Date (Year)	Organising Body	Title & Purpose of Event

Drawing from your experience, please demonstrate how you would meet the job description provided. Please continue on a separate sheet if necessary.

REFERENCES (Any offer of a post is subject to references)

Please give below the names and addresses of two referees (one of whom would normally be your present or last employer). Please indicate if you do **not** wish either referee to be contacted until you are to be offered the post.

1. Name:Status:
Address:
.....
.....
Tel No: Years known:
Email address:

2. Name: Status:
Address:
.....
.....
Tel No: Years known:
Email address:

Where did you see this job advertised?

Please give any additional information which you feel may assist us, eg special training, skills, certificates, interests and activities. List professional, trade, business or civic associations and any offices held.