

Application for Employment

Complete all sections of this application form even though they may be duplicated in your Curriculum Vitae. Please email your application, covering letter and curriculum vitae to principal@chilton.school.nz or post to:

The Principal Chilton Saint James School PO Box 30090 Lower Hutt

POSITION APPLIED FOR

PERSONAL DETAILS

Title (please circle one)	Mr	Mrs	Miss	Ms	Dr
Surname	First Names		Prefe	rred Na	ame

Postal Address	

	Home	Work	
	Phone	Phone	
Contact Details	Fax	Mobile	
Email			

Date of Birth (optional)		Nationality		
Are you a New Zealand Resident? (please circle one)			Yes	No
If no, do you have a New Zealand Work Permit? (please circle one)			Yes	No

Teacher Registration Status

Please tick the appropriate box

• Fully Registered Teacher

• Provisionally Registered Teacher

• Registered Subject to Confirmation

• Applying for Registration

Practising Certificate Number

1

TEACHING QUALIFICATIONS						
Qualification	Institution	Teaching subjects	Date Conferred			

TERTIARY QUALIFICATIONS							
Qualification	Subjects Studied/Level	Institution	Date Conferred				

PRESENT EMPLOYMENT					
Organisation Name					
Position		Salary Step			
Date Commenced		No. Management Units			
Subjects/Levels					

PREVIOUS EMPLOYMENT HISTORY						
Please state if full time or Position	School Subjects Part Taught/Level Time Period					
			Week	Start	Finish	

Additional Experience Relevant to the Position

Professional Development (Relevant Courses and Conferences)

Extra-Curricular Experience and Involvement

HEALTH S	TATEMENT						
(please c	ircle one)	Excellent	Good	Average	Poor		
	Please describe any injury or illness you have had that may affect your ability to effectively carry out the duties and responsibilities of the position.						
	ve any other know ities outlined in the				ability to carry out the duties and provide details.		
	nd that any false in t for any compense				medical history may result in my loss of entitlement.		
Signed				Date			
DISCLOSU	JRE OF CONVICT	IONS					
Have you ever been convicted of any offence against the law (apart from minor traffic infringements) and know of any reason why you should not be employed to work in a school environment?							
(Please cir	cle one)	Yes	No				
If yes, to the above question, please provide details below or on a separate sheet.							

OTHER RELEVANT INFORMATION

If there is any other relevant information that would assist the Principal in making her decision about your
suitability for this position, please provide details below.

REFEREES							
Please supply the r application.	Please supply the names and details of three referees who may be contacted to support your application.						
1. Referee's Name							
Postal Address							
Email Address							
Telephone	Home	Work	Mobile				
Contact							
Relationship to Applicant							

2. Referee's Name			
Postal Address			
Email Address			
Telephone Contact	Home	Work	Mobile
Relationship to Ap	plicant		·

3. Referee's Name				
Postal Address				
Email Address				
Telephone Contact	Home	Work	Mobile	
Contact				
Relationship to Applicant				

DECLARATION Please read and sign the following statement. In accordance with the Privacy Act 1993, I give consent for the Principal or her representative to make enquiries from the referees listed in this application and give consent to the referees making such information available.				
Signed		Date		
CONFIRMATION Please read and sign the following statement.				
I declare that to the best of my knowledge the answers in this application and the information provided in my curriculum vitae are correct. I understand that if any false or misleading information is given, or any information suppressed, I will not be employed or if I am employed, my employment may be terminated.				

Signed

Date

Privacy Statement To Applicants from the Principal and Board of Trustees

The information provided or to be provided to the Principal in regard to this application will only be used for the purpose of determining the applicant's suitability to fill the vacancy. Only the Principal or representative will have access to the information. The curriculum vitae of the successful applicant will be kept on file along with their application. All referee reports along with other information gathered on applicants during the process will be destroyed.