



APPLICATION FOR EMPLOYMENT AS A TEACHER

Independent Schools NSW Standards Model (Teachers)
Multi Enterprise Agreement 2011-2014



1. SCHOOL AND POSITION

School:

Position:

☐ Primary ☐ Secondary
☐ Permanent ☐ Temporary
☐ Full-time ☐ Part-time ☐ Casual

2. PERSONAL DETAILS

Surname:

Given name/s:

Title: Date of birth: Sex:

Former names (if applicable):

Permanent address:

Postcode:

Address for correspondence:

Postcode:

Telephone numbers

Private: Work:

Mobile:

Email:

Country of Citizenship:

Australian Permanent Resident: ☐ YES ☐ NO

Church currently attending:

How long:

WWCC Clearance No: Time Period:

3. EDUCATION**SECONDARY EDUCATION**

Highest Award	School Attended	Year of Award

TERTIARY EDUCATION (including current incomplete courses)

Name and Location of Institution	Years of Attendance	Award Conferred	Date Conferred

TEACHING QUALIFICATION - I am qualified to teach:

☐ Infants ☐ Primary

☐ Secondary – Teaching Subjects:

SIGNIFICANT, RECENT & RELEVANT PROFESSIONAL DEVELOPMENT (in general, within the last 5 years)

Name and Location of Institution	Years of Attendance	Award Conferred (if applicable)	Date Conferred

4. EMPLOYMENT HISTORY**PRESENT EMPLOYMENT:**

Name of Employer:

Address of Employer:

Postcode:

Name of Manager:

Commencement Date:

Current Position:

Other Position(s) Held with Present Employer:

Current Salary:

\$

PAST EMPLOYMENT: (in reverse order from most recent employer)

From	To	Name and Address of Employment	Full-Time/Part Time/ Casual*	Years Completed*

* Where part-time teaching is listed, please note your FTE load.

* Part-time and casual teaching will only be included in calculation of service where appropriate evidence is supplied.

Teacher Classification**as at 31 December 2010 (eg ST1, Step 6):****Independent Schools Teacher Accreditation Authority (ISTAA) status (as applicable):****Year in which status conferred (as applicable):**

5. TEACHER ACCREDITATION (under the *Institute of Teachers Act 2004*)

New scheme teachers -- including newly graduated teachers, interstate and overseas teachers -- intending to teach for the first time in NSW from 1 October 2004 must meet the requirements of the NSW Institute of Teachers. In addition, qualified teachers returning to teaching in NSW after an absence of five or more years (also deemed new scheme teachers) must meet the requirements of the NSW Institute of Teachers. Further information is available from the website: www.nswteachers.nsw.edu.au.

Are you accredited with the Institute of Teachers?

☐ Yes

☐ No

If yes, please provide your accreditation number:

If yes, please provide your accreditation level:

If yes, please identify the Teacher Accreditation Authority:

If you cannot provide an accreditation number please indicate the reason below:

I was qualified and teaching (NSW Board of Studies subjects) in NSW,
at some time during the five years before 1 October 2004

☐

My application is now with the Institute of Teachers

☐

I am unaware of the Institute of Teachers and its requirements

☐

I will be joining the Institute of Teachers with this application

☐

6. EMPLOYMENT SCREENING

Teaching positions are child-related employment. Child protection legislation requires preferred applicants to be subject to employment screening.

Have you ever had your registration, licensing, or classification
as a teacher or any other entitlement to teach cancelled
or suspended or withdrawn in Australia or any other country?

☐ Yes

☐ No

Have you ever been refused registration, accreditation, licensing,
or classification as a teacher in Australia or any other country?

☐ Yes

☐ No

Have you ever been dismissed or asked to resign as a teacher
in Australia or any other country?

☐ Yes

☐ No

Have you ever (or are you currently) the subject of disciplinary
proceedings (or any action that might lead to such proceedings)
in relation to your employment in Australia or any other country?

☐ Yes

☐ No

Have you ever been convicted of an offence carrying a penalty
of imprisonment?

☐ Yes

☐ No

If you have answered Yes to any of the above questions, please attach details.

7. DECLARATION

Do you have any illness/injury/health problem that may render you unable to carry out the inherent requirements of the position?

☐ Yes

☐ No

If you have answered Yes to the above question, please attach details.

I certify that the information provided by me in this application form is complete and correct in every detail, and I understand that deliberate inaccuracies or omissions may result in non-acceptance of this application and/or the termination of any employment that may be offered.

APPLICANT'S SIGNATURE

DATE

8. ATTACHMENTS

Listed below are documents relevant to your application. Please submit copies that have been verified as true copies of the original by the either a Justice of the Peace or a Solicitor.

Please note that copies are required of all applicable documents. Please tick where attached.

- ☐ 1. '100 point' proof of identity (e.g. passport, birth certificate & licence/Medicare card)
- ☐ 2. Proof of citizenship / Australian permanent residency (e.g. birth certificate, passport, visa)
- ☐ 3. University or College final transcript of academic results indicating eligibility for Award
- ☐ 4. Teaching Qualification
- ☐ 5. Other Degrees, Diplomas or Certificates including First-Aid Certificate (if applicable)
- ☐ 6. Statement(s) of service showing:
 - a) commencement dates
 - b) termination dates
 - c) whether service was full-time or part-time or casual
 - d) for part-time or casual service, details of hours/days worked
- ☐ 7. Evidence of teacher classification as at 31 December 2010
- ☐ 8. Evidence of ISTAA accreditation
- ☐ 9. Working with Children Check Clearance number
- ☐ 10. Details of any relevant employment screening matter
- ☐ 11. Details of any relevant illness/injury

☐ ***Please return my documents, as appropriate, if my application is unsuccessful.***