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| NOTE: All candidates are asked to complete this application form. CV`s alone are not sufficient.A photo would also appreciated. |
| **PLEASE USE BLACK INK AND BLOCK LETTERS OR TYPESCRIPT** |

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| Post applied for |  |
| Surname |  |
| Forename(s) |  |
| Address |  |
| Telephone number |  |
| Email contact |  |

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| Degree(s) / Diploma(s) / Teaching Qualifications | Date awarded | University/College |
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| --- | --- |
| Teaching qualification is in:(e.g. pre-five, primary, secondary, etc.) |  |
| If secondary state subject: |  |

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| --- | --- |
| Present employer: |  |

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| Present post: |  |
| Name and address of present employer: |  |
| Date appointed: |  |
| Main duties: |  |

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| **Previous employment** (Please list all previous employment in **chronological order** giving details of schools, dates in post and main duties. Any relevant non-teaching employment may be included.) |
| Date | Name of school | Position held |
| From | To |
|  |  |  |  |

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| **Teaching & learning** (Please provide examples of how you have demonstrated your ability to contribute to the development and delivery of a curricular programme that may cover more than one subject area or an area with a wider school focus.) |
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| **Quality assurance & school improvement** (Provide examples of how you have demonstrated your ability to contribute to the development, promotion and implementation of the school’s arrangement for quality assurance and school improvement.) |
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| **Implementation of student support** (Provide examples of how you have demonstrated your ability to contribute to the development, promotion and implementation of school policies and procedures.) |
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| **Contribution to positive school ethos** (Provide examples of how you have demonstrated your ability to contribute to the promotion and development, of a positive and safe learning environment) |
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| **Partnership working** (Provide examples of how you have demonstrated your ability to communicate and collaborate with members of the school community.) |
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| **Personal and professional development** (Please describe any major personal and professional development activities which you have undertaken in the past 5 years. NOTE: You may wish to attach a copy of your continuing professional development portfolio to this application.) |
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| **Other information** (Please provide any other information you consider relevant to your application) |
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Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| IF YOU WISH YOU MAY ATTACH REFERENCES |

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| In line with the New International School commitment to child protection, please provide at least **one** current referee whom we will contact directly to confirm your suitablility to work with children and young people should you be hired by New International School (Usually the referee should be your most recent employer; if this is not the case please clarify the reasons below in ‘other information’) |
| Name |  |
| Position |  |
| Organisation and address |  |
| Telephone number |  |
| Email contact |  |
| Other information |  |

**Gakko Hojin Iwata Gakuen New International School of Japan● 3-18-32 Minami-Ikebukuro ● Toshima-ku ● Tokyo 171-0022 ● Japan**

**Tel.: 03 3980 1057● Fax: 03 3980 1154 ● contact@newis.ed.jp● http://newis.ed.jp**

**HELP US HELP YOU HELP YOUR CHILDREN!**  **助け合おう、助けよう、こどものために!**