

Application for Employment Form Academic Staff



The Rockhampton
Grammar School
Established 1881

1 APPLICANT PERSONAL DETAILS

SURNAME		TITLE	GIVEN NAMES	
PREFERRED NAME- If different than above.			POST NOMINALS	
MAILING ADDRESS		CITY	STATE	POSTCODE
RESIDENTIAL ADDRESS (if different to mailing address)		CITY	STATE	POSTCODE
HOME PHONE	WORK PHONE	MOBILE PHONE		
EMAIL ADDRESS				
Have you previously been employed with RGS?		<input type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, when?
If yes, employed as?				
<input type="checkbox"/> CASUAL <input type="checkbox"/> CONTRACT <input type="checkbox"/> PERMANENT				
Are you currently employed?		How did you hear about this role?		
<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> SEEK <input type="checkbox"/> THE AUSTRALIAN <input type="checkbox"/> THE COURIER MAIL <input type="checkbox"/> RGS WEBSITE <input type="checkbox"/> OTHER _____		

2 ADDITIONAL PERSONAL AND ID INFORMATION

Are you currently registered with the Queensland Board of Teacher Registration?		<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> EXEMPT
If Yes, Registration Number: _____		Expiry Date: _____		
Citizenship/ Residency Status:				
Are you an Australian citizen or permanent resident of Australia?		<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Criminal Convictions:				
Have you ever been convicted in a court of law for any offence, other than a traffic offence or an offence which you do not have to disclose by virtue of the provision of the <i>Criminal Law (Rehabilitation of Offenders) Act 1986</i> ?		<input type="checkbox"/> YES	<input type="checkbox"/> NO	
If yes, you will be required to submit details in an envelope marked <i>Confidential</i>				
Other Employment:				
Are you currently on leave from any Commonwealth, State Government department or private sector organisation?		<input type="checkbox"/> YES	<input type="checkbox"/> NO	
If yes, attach a statement giving details.				

3**TEACHING EMPLOYMENT HISTORY**

Teaching service (Documentary evidence must be provided. Attach a separate sheet if there is insufficient space)

Employer	State/Independent	Work Status F/P/T/C	From	To

Key: F - xxx; P - xxx; T - xxx; C - xxx

4**OTHER EMPLOYMENT HISTORY**

Teaching service (Documentary evidence must be provided. Attach a separate sheet if there is insufficient space)

Employer	State/Independent	Work Status F/P/T/C	From	To

Key: F - xxx; P - xxx; T - xxx; C - xxx

5a**EDUCATIONAL QUALIFICATIONS** (teaching preparation course)

Qualification _____

Academic Institution _____

Qualification Type _____

Majors _____

Year commenced	Years attended	Completed (Month/Year)
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Final practice-teaching location (recent graduates only): _____

Note: Please include final practice-teaching report in your employment application.

5b**EDUCATIONAL QUALIFICATIONS** (other tertiary qualifications)

Qualification 1 _____

Academic Institution _____

Qualification Type _____

Majors _____

Year commenced

Years attended

Completed (Month/Year)

Qualification 2 _____

Academic Institution _____

Qualification Type _____

Majors _____

Year commenced

Years attended

Completed (Month/Year)

Qualification 3 _____

Academic Institution _____

Qualification Type _____

Majors _____

Year commenced

Years attended

Completed (Month/Year)

Qualification 4 _____

Academic Institution _____

Qualification Type _____

Majors _____

Year commenced

Years attended

Completed (Month/Year)

5c

ADDITIONAL PERSONAL AND ID INFORMATION

Referee 1

Full Name _____

Position/Organisation _____

Address _____

Telephone _____

Mobile _____

Email _____

Referee 2

Full Name _____

Position/Organisation _____

Address _____

Telephone _____

Mobile _____

Email _____

Referee 3

Full Name _____

Position/Organisation _____

Address _____

Telephone _____

Mobile _____

Email _____

6

Certified copies of qualifications (including academic results) **and teacher registration** (to be attached, if not previously sent)

7

Additional courses undertaken (not included above, and with dates)

8

Preferred teaching subjects and level you prefer to teach

9

Preferred Co-Curricular activities

10 Membership of Organisations (professional, religious, cultural, social, sporting, etc)

<hr/> <hr/> <hr/>

11 Outside activities/ interests/ hobbies (optional)

<hr/> <hr/> <hr/>

12 Is your present employer aware of this application/enquiry? YES NO

13 By what date would you be able to take up a new appointment?

14 Current salary scale? (certified verification required, eg: recent payslip)

15 APPLICANT'S DECLARATION

I certify that the information contained in this application is a true and correct statement of my particulars, qualification, training, experience and competencies. I understand that statements found to be false within my knowledge may make me liable for immediate dismissal.

Signature _____	Date: _____
Witness (name) _____	Witness (signature) _____

- Please ensure the following documents are attached to your employment application:
- Academic Transcript (including academic results) - Graduate Only
 - Certified Copy of Teacher Registration
 - Verification of current salary (eg: recent payslip)

PLEASE INCLUDE THIS FORM WITH YOUR APPLICATION