

**APPLICATION FORM - TEACHING STAFF**

The school prefers candidates to complete this form electronically. Please download this form and complete, then ***upload to the*** [***school application page found here.***](https://jobs.inspirededu.com/search/?createNewAlert=false&q=monza&locationsearch=&optionsFacetsDD_location=&optionsFacetsDD_facility=&optionsFacetsDD_title=)

|  |
| --- |
| Position applied for: Teacher of ***The following information will be treated in the strictest confidence.*** |
| Present term of notice: |

**1. PERSONAL DETAILS**

|  |  |  |
| --- | --- | --- |
| Title: | First name(s): | Surname: |
| Any previous surnames: |
| Current salary: |
| Current address:  |
| Contact telephone numbers: |
| Daytime:Mobile: | Evening:  |
| E-mail: |
| EU Passport or Visa/Permit for Italy |  YES / NO |

**2. EMPLOYMENT AND QUALIFICATIONS**

**Employment History**

Please give all details in reverse order, starting with the most recent first. Please give reasons for any periods not in employment or education. Continue on a separate sheet if necessary.

|  |  |
| --- | --- |
| Dates From / To:  | Reason for Leaving: |
| Name and Address of Employer: | Position:  |
| Brief outline of duties: |

|  |  |
| --- | --- |
| Dates From / To:  | Reason for Leaving: |
| Name and Address of Employer: | Position:  |
| Brief outline of duties: |

|  |  |
| --- | --- |
| Dates From / To:  | Reason for Leaving: |
| Name and Address of Employer: | Position:  |
| Brief outline of duties: |

|  |  |
| --- | --- |
| Dates From / To:  | Reason for Leaving: |
| Name and Address of Employer: | Position:  |
| Brief outline of duties: |

**Academic and professional qualifications**

Please give details of all qualifications gained, starting with the most recent going back to include school qualifications and other relevant qualifications (such as vocational, first aid, etc).

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Qualification and Awarding Body | Subject | Attainment Level |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Educational History**

Please give details of places of education, starting with the most recent, following secondary school education.

|  |  |
| --- | --- |
| Dates | University / College  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**4. REFERENCES**

Please give details below of **two** people who can provide information that will confirm your suitability for this post. Where appropriate, one person should be your current or most Head Teacher; the others should be someone who has known you in a professional capacity. Current or previous employers will be asked about disciplinary offences relating to children including penalties that are ‘time expired’ and any child protection concerns.

Details of First Referee

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Address: |  |
| Telephone No: |  |
| Email: |  |

Details of Second Referee

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Address: |  |
| Telephone No: |  |
| Email: |  |

**5. ADDITIONAL INFORMATION**

**Please give reasons for applying for this position**.

Please list recent training courses attended.

Are there any other aspects of your career to date that you would like to bring to our attention?

Please detail any other relevant positions of responsibility held.

Personal Statement including why you have the skills and qualities required for this position.

**6. TERMS AND DECLARATIONS**

|  |
| --- |
| **Declaration** (if you are submitting your application electronically then this form may be signed at the time of interview).* I declare that the information given in this form is complete and accurate.
* I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable to summary dismissal.
* I understand these details will be held in confidence by the Company, for the purposes of ongoing personnel administration and payroll administration in compliance with GDPR law.
* I undertake to notify the Company immediately of any changes to the above details.

Given the nature of the job for which I have applied, I understand that any offer of employment will be subject to:* Police check from every country in which you have lived in for more than 3 months.
* Receipt of 2 satisfactory references being received by the school
* The Company being satisfied that there is proof of the right to work in Italy

Signed: Date: |