Pobalscoil Neasáin

Application for Teaching Position

Position applied for _____

Office Use Only: Date Received: Application. No.:

1. PERSONAL DETAILS	
First Name:	**Surname:**
Home Address:	**Correspondence Address:** ***(if different)***
Home Phone Number:	**Mobile Phone Number:**
Email Address:	

2. ARE YOU FULLY REGISTERED WITH THE TEACHING COUNCIL? Yes / No	
If YES, Teaching Council Registration No.	
Teaching Council Registration Subjects:	

3. QUALIFICATIONS

3.1 Primary Degrees/ Diplomas	
University/Institute/College (Awarding Body):	
Qualification Title:	Level of Award:
Year of Entry:	Year Qualified:
Subjects studied:	
First Year Subjects:	Final Year Subjects:

3.2 PME/PGDE/HDIP/Equivalent:	
University/Institute/College (Awarding Body):	
Qualification Title:	Level of Award:
Year of Entry:	Year Qualified:
Subjects studied:	
First Year Subjects:	Final Year Subjects:

3.3 Additional Postgraduate Qualifications:	
University/Institute/College (Awarding Body):	
Qualification Title:	Level of Award:
Year of Entry:	Year Qualified:
Subjects studied:	
First Year Subjects:	Final Year Subjects:

3.4 In-Service Courses/CPD/Training List any in-service courses/training you have received. (Most recent first)			
Name of Course	Name of Organisation/Institution running course	Length of Course	Year

4. EMPLOYMENT HISTORY

4.1 TEACHING EXPERIENCE (most recent first)

Dates (From/To)	Name & Address of School	Contract Type (CID/RPT/Part-Time)	Timetabled Hours per week	Subjects Taught	Level

4.2 Non-Teaching Experience (If applicable - most recent first)

Dates (From/To)	Name & Address of Employer	Position Held	Summary of Main Duties

4.3 If Newly Qualified, Please insert teaching practice grades (most recent first)

School Name and Address	Dates	Subjects Taught	Levels Taught	Grade

5 SUPPORTING STATEMENT This section is for you to provide a summary (bullet points) of your teaching experience, your approach to teaching and any extra-curricular activities you have organised and are willing to promote. (300 words)

6 Referees:

Please give details of two people from whom professional references about your suitability for the position can be obtained. It is recommended that one of these should be linked to your current, or most recent, teaching experience. We reserve the right to seek alternative references during the processing of your application.

Present or most recent employer:

Name:	**Position Held:**	**Telephone/Mobile:**	**Email:**
Full Address:			

Other Reference:

Name:	**Position Held:**	**Telephone/Mobile:**	**Email:**
Full Address:			

7 DECLARATION

In the event of you being recommended for this position, the Board of Management is obliged to comply with the terms of current DES circular letters.

If you are recommended for this position, a vetting disclosure must be made available to the Secretary to the Board of Management when the offer of employment is being made. The Board of Management may withdraw an offer of employment if a satisfactory vetting disclosure is not made available.

The Board of Management cannot enter into a Contract of Employment without first receiving a vetting disclosure.

By signing below, you consent to a vetting disclosure, received by the Teaching Council from the Vetting Bureau, being made available to the school in accordance with the requirements of Circular Letter 31/2016.

You are also required to sign the declaration below certifying that all information you have provided is accurate. The Selection Committee may wish to check any of the details you have provided. Providing incorrect information or deliberately concealing any relevant facts may result in disqualification from the selection process or, where discovery is made after an appointment, in summary dismissal.

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I declare that the information supplied in this application form is accurate and true.

_____ _____

Signed Date

Completed Applications should be returned by post or email only by 12 noon on the closing date of the advertisement (see www.educationposts.ie) to:

Secretary, Board of Management, Pobalscoil Neasáin, Baldoyle, Dublin 13

Email: **vacancies@psn.ie** with Subject field: Job Application

PLEASE NOTE: If you are awaiting confirmation of registration with the Teaching Council, please insert 'Pending' in the Teacher Registration Number section of this Application Form. Any offer of employment will be conditional on registration with the Teaching Council and subject to the provision of a vetting disclosure from the National Vetting Bureau and satisfactory references.