1. **Ensure that you complete ALL sections of this form in full.**
2. **Once completed, save the form in Word format using your main teaching subject and name as the new file name – eg. Irish, John Murphy**
3. **Email the form as an attachment to recruitment@mpetss.ie . In the Subject Box of your email please type the subject you are applying for. Postal/hand delivered applications, will not be considered.**
4. **You should receive a brief acknowledgement by email within 72 hours. If you do not, please contact the school immediately at recruitment@mpetss.ie. Also, check your junk mail or spam folder. Due to the volume of applications, only shortlisted candidates will receive further contact.**
5. **The information that you provide on this form will be handled and stored in accordance with current Data Protection legislation. Except for the successful candidate, all records from the recruitment process will be held electronically for six months, after which time they will be permanently deleted.**
6. **Your application will be assessed on the information you submit on the official application form. Please ensure all sections are completed fully and accurately, giving clear evidence of qualifications, skills and experience.**
7. **No late applications will be accepted.**

Teaching Post/s Applied for: _____

A.   APPLICANT DETAILS

TEACHER REGISTRATION NUMBER:	
DATE OF REGISTRATION:	
SUBJECTS REGISTERED TO TEACH:	

Have you been vetted via the Garda Central Vetting Unit:

Yes/   No

If yes, state when.   **Year :**_____

Title	Surname	First Name
Contact Details:		
Home Address:		Correspondence Address *(if different)*
Home Tel.:	Mobile:	
Email Address:		
Are there any restrictions regarding your employment? (if you answer yes, please provided details on a page titled "Other Information")		
Present Position/Job Title:		
Employer/Address:		

B.   EDUCATIONAL DETAILS

Second Level Education

Leaving Cert/equivalent Year: _____	School Attended:	
Subject	Grade	Hons/Ord

Primary Degree

University/Institute/College:			
Degree Title			
Award/Grade	Year of Entry:		Year Qualified
1st Year Subjects:		Final Year Subjects	

H.D.E. / PGCE / Equivalent

Awarding Body:

Year of Entry: Year of Award/Grade:

Postgraduate Qualifications

University/Institute/College:			
Degree Title			
Award/Grade (Hons/Pass)	Year of Entry:	Year Qualified	
1st Year Subjects:		**Final Year Subjects**	

Other qualifications:

University/Institute/College:			
Degree Title			
Award/Grade	Year of Entry:	Year Qualified	
1st Year Subjects:		**Final Year Subjects**	

In-service Courses/Training

(List any in-service courses/training you have received).

In-service Training Course	Length of Course	Year

C.   EMPLOYMENT RECORD

Teaching Experience

Please begin with your present, or more recent employment:

NAME & ADDRESS OF SCHOOL	Date		CONTRACT TYPE	If Pro-rata part-time- Timetabled hrs per week	Subjects Taught	Level
	From	To				

Note: *T/P = Teaching practice*   *P/T – Part-time*
          PRPT = Pro-rata Part-time

TWT = Temporary Whole time   *CID = Contract of Indefinite Duration*   *PWT = Permanent Whole-time*

SUBJECTS AND LEVELS TAUGHT

Subject Details (Please specify subjects taught during last 3 years only – tick as appropriate and indicate length of time)	LC H	LC O	JC	TY	LCA	JSCP	SEN	Team Teaching
Subject 1:								
Indicate number of years/ months ----								
Subject 2:								
Indicate number of years/ months -----								
Subject 3:								
Indicate number of years/ months -----								

Non Teaching Experience

Dates	Name & Address of Employer	Position Held	Summary of Main Duties

D.   SUPPORTING STATEMENT

This section is for you to provide: Maximum 250 words per section

1. A summary of your approach to learning & teaching.

2. Outline your understanding of how mobile devices may be utilized as a learning & teaching tool in Malahide Portmarnock ETSS.

3. Outline details and associated examples of a classroom resource that you have created, which utilises an innovative ICT platform to support your vision for good learning and teaching.

4. Outline details of extra-curricular activities you have engaged with previously and that you would like to introduce in Malahide Portmarnock ETSS.

5. What is your understanding of the ethos of Educate Together? How do you see yourself supporting the school as it evolves in this regard?

6. Given that this is school in it's third year, you may be requested to teach subjects outside of your qualifications to facilitate short courses, CSPE, SPHE, OLE's for instance. Please list courses/subjects below which you would be prepared to teach. (For those which require training, this would be supported by the school)

E.   REFERENCES

Please provide names, addresses and position/occupation of two people (other than relatives or friends) with knowledge of you and your work from whom a professional reference can be sought. One should be your current or most recent employer.

Please note: your referees may be contacted without further communication with you and <u>prior</u> to selection interview if shortlisted for interview.

<u>Name</u>:	Full Address:
Position/Job title:	
Tel/Mobile:	Email
<u>Name</u>:	Full Address:
Position/Job title:	
Tel/Mobile:	Email:

F   DECLARATION

Declarations

If this section is not completed, your application will not be considered.

F.1   I have read the *Guidelines for Completing the Teaching Position Application Form*. I understand that I will receive an email confirmation within 72 hours of submitting this application and that it is my responsibility to keep this proof of application or to contact the School if it isn't received. (Yes/No)

Child Protection

F.2   Have you ever been investigated by the Gardai, HSE or an employer in relation to substantiated complaints made concerning your treatment of children? (Yes/No)

F.3   Have you ever been the subject of any allegation of criminal conduct or wrongdoing towards a minor? (Yes/No)

F.4   Are you aware of any material circumstance in respect of your own conduct which touched/touches on the

Welfare of a minor? (Yes/No)

☐

In the event of your being recommended for appointment to this position, the Board of Management is obliged to comply with the terms of current Child Protection legislation and procedures. The Board of Management's policy is that all newly appointed teachers and support staff will be vetted and that the outcome of the vetting will be considered in the light of the School's vetting policy. This applies irrespective of whether the individual has been previously vetted or not.

Authenticity of this application

F.5   I certify that the information provided herewith is true and correct.

        (Yes/No)

☐

F.6   I understand that should any of the information provided in this application be found to be false or inaccurate in any material way, the Board of Management reserves the right to disqualify this application or withdraw any offer of employment made. I also note that if the Board of Management finds in the future, that I have made an incomplete or inaccurate disclosure, I may face disciplinary action, up to and including dismissal. (Yes/No)

☐

Signed: _____

Date: _____

Completed applications forms should be emailed to: **recruitment@mpetss.ie**

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 satisfactory outcome of the Garda vetting process.

All posts are subject to meeting the needs of the school, approval by the Department of Education and Skills and the Directors of Redeployment agreeing to the posts being filled following completion of the 2020 scheme.