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| **ACADEMIC APPLICATION FORM** |



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| **Personal Details** |
| Title:  | Mr Mrs Ms Other  | Gender :  |  Male Female  |
|  [ ]  [ ]  [ ]  [ ]   |  [ ]  [ ]  |
| Surname:  |  |
| First Name:  |  |
| Current Address :  |  |
|  |
| Country |  |
| Contact Telephone Number: | Home : |  |
| Mobile : |  |
| E-Mail Address:  |  |
| Marital Status:  | Married Single Other |
|  [ ]  [ ]  [ ]   |
| Date of Birth: |

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| Age: |  | Nationality:  |  |
| Do you have any family or colleagues who have worked or currently employed at VISS | Yes [ ]  | **If yes, please provide names:** |
| No [ ]  |

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| **Present Employment** |
| Company/School Name:  |  |
| Position:  |  |
| Country: |  |
| Date of Employment:  |  |
| **Please Confirm** |
| Current Notice Period required |  |

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| **Previous Employment *(Most recent first. Please explain any periods of unemployment)*** |
| **1** |
| Company/School Name:  |  |
| Position:  |  |
| Country: |  |
| Date of Employment:  |  |
| Reason for Leaving: |  |
|  |  |
| **2** |
| Company/School Name:  |  |
| Position:  |  |
| Country: |  |
| Date of Employment:  |  |
| Reason for Leaving: |  |

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| **3** |
| Company/School Name:  |  |
| Position:  |  |
| Country: |  |
| Date of Employment:  |  |
| Reason for Leaving: |  |

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| **Teacher Accreditation/Licensing /Registration** |
| Do you hold a current Teacher Accreditation/Licensing/Registration | [ ]  YES [ ]  NO  |
| If ‘Yes’, please provide details:  |  |
| Do you have a current WWC/Police Clearance/Police Good Conduct certificate | [ ]  YES [ ]  NO  |
| If ‘Yes’, please provide details of issuance: |  |

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| **Qualifications (Minimum Bachelors)** |
| I currently hold the following qualifications: |
| Qualification | University |
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| **Professional Referees:****Please give details of three (3) professional referees. It is a school policy to complete reference checks via email** |
|  [ ]  I would like to be notified prior to reference checks to inform my current employer (if applicable) |
| Name:  |  |
| Position:  |  |
| School:  |  |
| Telephone:  |  |
| E-mail:  |  |
| [ ]  I agree to this referee being contacted  |
| Name: |  |
| Position:  |  |
| School: |  |
| Telephone:  |  |
| E-mail:  |  |
| [ ]  I agree to this referee being contacted  |
| Name:  |  |
| Position:  |  |
| School: |  |
| Telephone:  |  |
| E-mail:  |  |
| [ ]  I agree to this referee being contacted  |

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| Primary School and ELC Experience and Preferences |
| Preference 1 |  |
| Preference 2 |  |
| Preference 3 |  |
| ELC |  |

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| Secondary School Experience and Subject Specialisms  |
| Specialism 1 |  |
| Specialism 2 |  |
| Specialism 3 |  |

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| If you are successful in your application, we will need the following information Please provide the information you can  |

**Will you be accompanied by family, if so, please include the dependent children information below**

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| --- | --- | --- | --- |
| Name  | Relationship | DOB If under 18 | Current Grade Level  |
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| \*\* please note our contract terms may provide benefits for the spouse and up to 2 children aged up to 18 years. Beyond this, the financial responsibility is with the employee\*\* |

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| **Availability to start position (Date)** |  |

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| Disclaimer and Signature  |
| I certify that my answers are true and complete to the best of my knowledge |
| If this application leads to employment, I understand that false or misleading information in my application or interview may have the offer withdrawn |
| **Signature :** | **Date:** |

**Once this document is completed, please send with cover letter and CV to:**