



## JOB APPLICATION- TEACHING POST

### Personal Information

First Name: _____	Middle Name: _____	Last Name: _____
Nationality: _____	Marital Status: _____	No. of Children: _____
Date of Birth: _____	Address: _____	
Mobile No.: _____	Tel/ No.: _____	Expected Salary: _____ SR

### Position Applied For (Please ✓ in an appropriate box)

Nursery:                                      Lower Primary School:                                      Upper Primary School:  
Middle School:                                      Senior School:                                      Other:-----

### Experience/Academic Qualification/Education

<u>Level/Grade</u>	<u>Qualification/Major</u>	<u>University/College Name</u>	<u>No. of Years</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Other relevant training and development activities attended:

<u>Course Name</u>	<u>Date</u>	<u>Brief Description of course</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

### Previous Employment (Most recent job)

Last teaching job \_\_\_\_\_ No. of years served: \_\_\_\_\_

Previous Employment starting with the latest job held. This information may form a part of your salary assessment:

<u>Employer</u>	<u>Position Held</u>	<u>From</u>	<u>To</u>	<u>Salary</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

List the names and addresses of two persons who can verify your employment records:

Name: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Relationship: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Tel.: \_\_\_\_\_

Name: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Relationship: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Tel.: \_\_\_\_\_

From where you know about this post?

Internet : \_\_\_\_\_  
 Newspaper : \_\_\_\_\_  
 Friend : \_\_\_\_\_  
 Other ( \_\_\_\_\_ )

Please indicate why you are a suitable candidate for this post. Are you willing to present a demonstrative lesson?

.....  
 .....  
 .....

**Declaration** (Upon completion of this application form please sign below)

I \_\_\_\_\_ certify that the information given in this application form is correct and accurate. I have not omitted any relevant details, and I understand that any discrepancies in my application will terminate it.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Administration Use Only**

<u>Assessment</u>	Excellent	Very good	Fair	Weak	<u>Suggested Salary</u>
Model Class:	Excellent	Very good	Fair	Weak	
Language (Speaking)	Excellent	Very good	Fair	Weak	
Language (Writing)	Excellent	Very good	Fair	Weak	

<u>Approved By</u>	<u>Remarks</u>	<u>Signature</u>
Head of School	.....	.....
Academic Director	.....	.....
Human Resource	.....	.....

Final Approval by HRH (School Chairman). YES NO

Remarks:

.....  
 .....  
 .....

Signature: \_\_\_\_\_