



Linwood College

APPLICATION FORM

Please complete this form and return it with your CV and covering letter.

Position applied for: English/Art full-time, fixed-term 2019

Closing date: Friday 15 March 2019, 9am

1. Personal information

Full name: _____
Surname _____ First name(s) _____

Address: _____

Contacts: _____
Home phone _____ Mobile phone _____

_____ Email _____

Nationality/
Citizenship: _____

Are you legally entitled to work in New Zealand? **Yes** **No**

2. Status *(Please circle appropriate status)*

Registered Teacher Provisionally Registered Not registered

Not registered *(but have applied for registration)*

Practising Certificate Number: _____ Expiry Date: _____

MOE Number (if Known): _____ PPTA Member: Yes No

3. Educational Qualifications

Highest qualification held: TTC/DipTch/Degree _____

Degrees/Diplomas: _____ Year _____

_____ Year _____

Other Qualifications: _____

(c) Are you currently awaiting the hearing of any charges?

Yes

No

Please note:

- You may be asked to provide a copy of the relevant Court record(s) obtained from the Police and the Board reserves the right to contact authorities to verify any claim made.
- The offer of a position is contingent upon NZ Police Vetting.
- Failure to provide correct and true details of any conviction or other reason for possible unsuitability will make you liable to dismissal from the employment of Linwood College Board of Trustees should you be the successful applicant.

8. Referees

Please provide names, postal and email addresses, and phone numbers of three (3) referees, who can attest to your professional capability

(i) Name: _____
Address: _____

Telephone: _____
Private Business
Email address _____
Capacity in which you have known this person: _____

(ii) Name: _____
Address: _____

Telephone: _____
Private Business
Email address _____
Capacity in which you have known this person: _____

(iii) Name: _____
Address: _____

Telephone: _____
Private Business

Email address _____

Capacity in which you have known this person: _____

9. Declaration

I, _____ (full name)

- Certify that the information given in this application is to the best of my knowledge, correct. I understand that all the above information may be verified.
- Confirm that I do not suffer from any illness/disability that may inhibit my teaching ability and my full participation in school life.
- Agree to the references/referees provided to the Linwood College Board of Trustees in respect to my application being used for the purposes of considering my suitability for this position.
- Agree that the Board/Principal may make further oral or written inquiry regarding my suitability for this position from the referees provided and my previous employer(s), colleagues or any other person who may be in a position to assist in determining my suitability in terms of filling the vacancy and give consent to those people providing such information.
- Accept that any reports, assessment materials and referee information generated as a result of this application are deemed “evaluative materials” under the Privacy Act 1993 and that I am unable to request the disclosure of such materials.
- Understand that if offered the position I may be required to undertake police vetting.
- Once appointed my name and email may be added to the College website.

Signature: _____

Date: _____

General Guidelines for Applicant:

- 1 Applications should consist of a CV, covering letter, plus completed and signed application form.
- 2 All applicants must supply the relevant details required on this form.
Note that the fuller the information given, the greater the assistance to the appointing committee.
- 3 It is the applicant's responsibility to ensure that the application reaches the **Principal's Personal Assistant** before the specified closing date.