

# NELT/EASINGTON ACADEMY

## TEACHING POST APPLICATION FORM

Surname:	Title:	
Previous Surname(s)	Date Of Birth:	
Forename:	National Insurance Number:	
Address:	Telephone (home):	
	(mobile)	
Postcode:	Telephone (work) if convenient:	
Email Address:		
Post Applied For:		
<b>Job Share</b> If this job is open to job share, do you wish to apply for this post in a job share capacity?		
Yes:	No:	Prefer not to say:

<b>Please state where you saw the advertisement for this post</b>					
	Durham County Council Website		Northern Echo		Specific Journal
	Sector 1 Website		Jobcentreplus		Fish4Jobs Website
	Advertiser Newspaper		Northeastjobs		Other

<b>Disability:</b> Do you consider yourself to be a person with a disability? This may include a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities. Long-term means that it has lasted, or is likely to last, for over a year. Applicants with disabilities will be invited for interview if they meet the essential criteria on the person specification.		
Yes:	No:	Prefer not to say:
If you have answered yes please detail below any specific requirements to assist you with an interview and we will try to make the necessary arrangements.		

## **IMPORTANT INFORMATION**

**Criminal Convictions:**

If you have any spent or unspent convictions to declare please either declare them here, or if you prefer, send details by post marked 'For the attention of the Lead Officer, in strict confidence - only to be opened by the addressee' stating the post title and post reference number.

**Details:**

### **Data Protection Statement**

The Academy is committed to confidentiality and complies with the Data Protection Act 1998. All information will be handled and stored sensitively and used only for its intended purpose.

I declare that the information I have given is true in all respects. I understand that false information may render me liable for dismissal if I am appointed. I agree to the above statement and will sign and date a copy of this application as a true record if I am invited for an interview:

Signature:

Date:

# A Education

## Secondary Education:

N.B. appointment will only be confirmed subject to receipt of official certificates in support of below.  
(Please use continuation sheets if required)

<u>School Attended</u>	<u>Qualifications</u>	<u>Subject</u>	<u>Date</u>	<u>Grade</u>

## Higher Education: Please indicate institution attended

	<u>Institution</u>	<u>From</u>	<u>To</u>	<u>Degree, Diploma Certificate</u>	<u>Date Awarded</u>	<u>Subject, Class Division</u>
Degree						
Higher/Advanced Degree/Diploma/Certificate						
NPQH	Yes <input type="checkbox"/>	Date Obtained:			No <input type="checkbox"/>	

## In-Service Training:

<u>Name of Establishment</u>	<u>From</u>	<u>To</u>	<u>Course Taken</u>

Subsidiary subjects offered: e.g. Games, Music:

Particulars of residence abroad (for modern language posts):

## B Employment Details

### Present Post

*(If you are currently unemployed please give your most recent post with date of finish & reasons for this) Please state whether present appointment is permanent or temporary*

<u>Job Title</u>	<u>Full or Part Time</u>	<u>Salary Grade</u> <i>Indicate any allowances</i>	<u>Name of Establishment</u>	<u>Number on roll</u>	<u>Age Range</u>	<u>L.A.</u>	<u>Date of Appointment</u>

Do you have any additional employment which you intend to continue if appointed to this post?

Yes

No

If yes, please detail the nature of the work and the hours:

Period of notice required or termination date for current employment:

Reason for seeking new employment?

To which Superannuation Act (if any) are you now subject? e.g. Local Govt, Teachers etc:

Subject(s) Secondary School only:

Dept of Education Ref No:

General Teaching Council No:

### **To be completed in case of application only**

Have you already given notice to your present employer?

Yes

No

If yes when will you be able to commence?

If No how much notice are you required to give?

**Person Specification**

Please use this section to demonstrate that you have the essential and where possible desirable experience, skills and knowledge as stated on the person specification of the post for which you are applying. Candidates who do not evidence that they meet the essential qualifications and experience listed on the person specification will not be shortlisted. (Please use continuation sheet if required).

**C** **Previous Appointments**

Please provide **full** details of all previous posts you have held, starting with the most recent first. You will also need to include any dates (if applicable) when you have not been in employment. (Please continue on continuation sheet if necessary)

<u>Job Title</u>	<u>Full or Part Time</u>	<u>Salary Grade</u> <i>Indicate any allowances</i>	<u>Name of Establishment</u>	<u>Number on roll</u>	<u>Age Range</u>	<u>L.A.</u>	<u>Employment Dates</u>	
							<u>To</u>	<u>From</u>

<u>Job Title</u>	<u>Full or Part Time</u>	<u>Salary Grade</u> <i>Indicate any allowances</i>	<u>Name of Establishment</u>	<u>Number on roll</u>	<u>Age Range</u>	<u>L.A.</u>	<u>Employment Dates</u>	
							<u>To</u>	<u>From</u>

## **D** Additional Information

*Any other experience or information not detailed in Section B which is considered relevant for this post. This may include any particular skills and qualities which will help us to assess your suitability (continue on separate sheet if necessary)*

## **E** Referees

Give name, job title, relationship to referee and address of TWO people, who must know you well to whom a reference may be made. Referee 1 should be your present (or most recent) employer. Next of kin or immediate relatives should not be named as referees. Please note that for positions in contact with children and vulnerable adults the Academy has the right to seek references from any or all previous employers and line managers prior to interview.

Referee 1 Name:	Referee 2 Name:
Job title:	Job title:
Relationship to Referee:	Relationship to Referee:
Address:	Address:
Post Code:	Post Code:
Telephone No:	Telephone No:
Email	Email:

**N.B. Appointment will only be confirmed subject to satisfactory references.**



**F**

**Continuation Sheet**

Please use this space for any other details you could not complete in the rest of the application form

**F**

**Continuation Sheet**

Please use this space for any other details you could not complete in the rest of the application form