

## Application for Employment

Please complete this form and send with your application. This form must be part of your application and incomplete applications will not be considered.

This application should be supported by a letter addressing the criteria/position requirements.

### Position

Application for Position of:

Primary

Secondary

Permanent

Temporary

Full-time

Part-time

Casual

### Personal Details

Title:

Surname:

Given Name/s:

Preferred Name:

Date of Birth:

Gender:

Postal Address:

Postcode:

Home Address:  
(if different from above)

Postcode:

Telephone:

Mobile:

Email:

Country of Citizenship:

Australian Residency: Yes

No

Working With Children Number:

**Education**

Tertiary Education (including current incomplete courses):

Name and Location of Institution	Years of Attendance	Award	Date Conferred

Teaching Qualification - I am qualified to teach:

Infants

Primary

Secondary - Teaching Subjects:

**Employment History****Present Employment**

Name of School/Place of Employment:

Address of School/Place of Employment:

Postcode:

Name of Principal/Employer:

Current Employment - Starting Date:

Current Position:

Other Position(s) held with present employer:

**Past Employment** (in reverse order from most recent employer):

From	To	Name and Address of Employment	Full-time/Part-time/Casual	Years Completed *	Days Completed*

\*Where part-time listed, please note your FTE load.

**Teacher Accreditation**

Under the NSW Institute of Teachers Act 2004 or the National Professional Standards (2012) or other.

New scheme teachers – including newly graduated teachers, interstate and overseas teachers – intending to teach for the first time in NSW from 1 October 2004 must meet the requirements of the NSW Institute of Teachers. In addition, qualified teachers returning to teaching in NSW after an absence of five or more years (also deemed new scheme teachers) must meet the requirements of the NSW Institute of Teachers. Further information is available from the website: [www.nsw.teachers.nsw.edu.au](http://www.nsw.teachers.nsw.edu.au)

National Professional Standards (from October 2012), also apply to those wanting to teach in NSW.

Are you accredited with the NSW Institute of Teachers? Yes No

Are you accredited under the National Professional Standards for Teachers? Yes No

Are you accredited under the Australian State’s Accreditation Authority? Yes No

If yes, please provide your accreditation number:

If yes, please provide your accreditation level:

If yes, please identify the Teacher Accreditation Authority:

If you cannot provide an accreditation number, please indicate the reason below:

I was qualified and teaching (NSW Board of Studies subjects) in NSW, before 1 October 2004.

I am unaware of the Institute of Teachers or the National Professional Standards and its requirements.

### **Overseas Qualifications**

Please provide your NOOSR/ASCO code:

*Please be advised that we may be in contact with your current / previous employer to confirm your current / latest Band at the point of employment.*

### **Attachments**

Listed below are documents relevant to your application. Please submit copies that have been verified as true copies of the original by either a Justice of the Peace or a Solicitor.

Please note that copies are required of all applicable documents. Please tick where attached.

Copy of your Working With Children Check number (copy of email or letter received or scan of card) as per new WWCC regulations.

Proof of citizenship / Australian residency (e.g. birth certificate, passport, visa) if applicable.

University or College final transcript of academic results indicating eligibility for Award.

Statement(s) of service showing:

- a) commencement dates
- b) termination dates
- c) whether service was full-time or part-time or casual
- d) for part-time or casual service, details of hours / days worked.

Evidence of ISTAA accreditation (if applicable).

Drivers License.

Important: The following points must be scanned and attached to your application:

Teacher Qualification.

Other Degrees, Diplomas or Certificates.

NSW Institute of Teachers Card (if applicable).

If you are called in for an interview, you would be required to bring in hard copies of the documents above.

Child Protection Screening will take place prior to the appointment of all successful applicants.