Belmont School
Mā te mahi tahi ka piki kōtuku
Succeeding together

709 Western Hutt Road
Lower Hutt 5010
***Phone** (04) 565 0306*
admin@belmont-lowerhutt.school.nz

Application for Appointment

To:
Bryan Trevean, Principal, Belmont School bryant@belmont-lowerhutt.school.nz

Position applied for: **FIXED TERM SCALE A TEACHER,** commencing Term 1 2027

PERSONAL DETAILS:

Name (in full): _____

Have you ever been known by any other name? If yes, provide below.

_____

Address: _____ Home Phone (0) _____

_____ Work Phone (0) _____

_____ Mobile Phone (0)_____

Email: _____

Citizenship: _____ Registration No: _____

PRESENT EMPLOYER:

Name of present employer:

_____ Work Phone: (0) _____

Address: _____ Other Phone: (0) _____

_____ Mobile Phone (0)_____

_____

_____

Position held: _____ Date commenced: _____

REFEREES
Please provide the names of three people who could act as referees for you. At least one of these should be able to attest to your most recent work performance. If you have included written references from people other than those recorded below, please note that we may contact the writers of these references

1.

Name: _____ Home Phone (0) _____

Address: _____ Work Phone (0) _____

_____ Mobile Phone (0)_____

_____ Email: _____

2.

Name: _____ Home Phone (0) _____

Address: _____ Work Phone (0) _____

_____ Mobile Phone (0)_____

_____ Email: _____

3.

Name: _____ Home Phone (0) _____

Address: _____ Work Phone (0) _____

_____ Mobile Phone (0)_____

_____ Email: _____

EDUCATIONAL QUALIFICATIONS

Institution Attended	Year	Qualifications Attained	Date Awarded
Secondary school			
Private Training Establishment (PTE)			
Polytechnic			
University			
Other			

Employment History
Please list your work experience in your last five positions beginning with your most recent position held. If you were self-employed, please give details. If you have had more than five positions in the last five years, please list them all. Attach additional sheets if necessary.

Period worked Please specify the length of service	Position	Employer's Name	Reason for Leaving

OTHER INFORMATION

Proof of identity and right to work check.
Shortlisted applicants being interviewed will need to provide originals of two types of identification (one photo ID e.g. passport, NZ Driver's licence and the other a record ID e.g. birth certificate, bank statement, a bill)

Immigrant Information:

Are you a New Zealand citizen? - please circle Yes No

If not do you have resident status or Yes No

A current work permit? Yes No

Have you had any injury or medical condition which the tasks of this job may aggravate or contribute to, or know of any reason why you may have difficulty carrying out the job description attached?
Please circle that which applies.

Yes No

If you have circled yes, please give details below:

Do you have any matters relating to yourself currently or previously before the Teaching Council of Aotearoa New Zealand? Yes No

Do you have a current New Zealand Driver's Licence? Yes No

Do you give permission for your police record to be checked? Yes No

Have you changed your name by Deed Poll / Statutory Declaration? Yes No

Other names known by: _____

PRIVACY ACT 2020 (To be signed by the Applicant)

This Application is submitted with the understanding that any further information given is for the use of the employer and their authorised representatives who may at any time have access to this information.

Furthermore consent is given for members of the Belmont School Appointments Committee to make enquiries of my present or past employers or colleagues or any other person who may assist in establishing my suitability for the position of Scale A Teacher at this school.

APPLICANT'S SIGNATURE: _____ DATE: _____

DECLARATION:

HAVE YOU EVER BEEN CONVICTED OF AN OFFENCE AGAINST THE LAW? (Apart from minor traffic offences), received police diversion for an offence, have charges pending or know of any reason why you should not be employed to work in a school environment?

Yes No (Please circle as appropriate)

If YES, please provide date and details of offence(s) on a separate sheet. Please note that you may be asked to provide a copy of the relevant court records available from the registrar of the court concerned.

I certify that I am registered (or provisionally registered) as a New Zealand teacher. I solemnly and sincerely declare that to the best of my knowledge and belief the information given in this application and in my C.V. is correct.

APPLICANT'S SIGNATURE: _____ DATE: _____

I certify that:

- The information I have supplied in this application is true and correct
- I confirm that in terms of the Privacy Act 2020 that I have authorised access to referees
- I know of no reason why I would not be suitable to work with children
- I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to be dismissed

Signature _____ Date_____

Equal Employment Opportunities

As part of our Equal Employment Opportunities Policy we are required to have a database showing information regarding employment vacancies at the school, as per the form below. Completion of this form is voluntary, but we would appreciate its completion because the more information we receive back, the more detailed analysis we are able to make of staffing trends and the effectiveness of our recruitment processes.

Once completed, the attached form may be returned with your application. Any reports issued from this database will be non-identifiable.

If you have any queries relating to this matter, please feel free to contact me.

Bryan Trevean
Principal

Fixed Term Scale A Teacher, commencing Term 1 2027	
I identify my gender as:	
Ethnic Identity. Please tick the boxes that most clearly describe you.	
	New Zealand European/Pākeha
	Māori
	Pacific Islands People (i.e. Samoan, Niuean, Tongan, Fijian, Cook Island, Tokelauan and Tuvalu)
	Other Ethnic Group (please state which)