St Patrick's College
WELLINGTON

Application for a Position at St Patrick's

(Please read the notes on page four before completing this form)

To: The Rector
St Patrick's College
PO Box 14-022
Kilbirnie
WELLINGTON 6241

Email to: admin@stpats.school.nz

Position Applied for _____

Surname _____ First Names _____

Full Postal Address _____

_____

Home Telephone No_____ Cell _____ Work _____

E-mail address_____ Title *Dr / Mr / Mrs / Miss / Ms* Sex *M / F*

Date of Birth _____

Registration PROVISIONAL / FINAL

Registration No _____

Expiry Date _____

MOE No_____

Qualifications *(use separate sheet if desired)*

Certificates, Degrees, Diplomas or other relevant qualifications	Subjects or papers passed and levels	Date Year

Present Employment *(✓appropriate boxes)*

Teaching Position held: *(specify)*

Permanent ☐ Date Appointed

Part-time ☐ ____ /____ /____

Relieving ☐

Other *(specify)* _____

If not teaching, state present occupation:

Child care ☐

Travel ☐

Study ☐

Other *(specify)* _____

Teaching Service *(details in date order - use separate sheet if desired)*

Position	School	Principal Subjects & Levels Taught	Duties Commenced - Ceased

Particular Strengths / Interests

If you wish, please state in support of your application any relative experiences, special qualifications or strengths that you feel you possess, and any co-curricular activities with which you may be prepared to assist. *(Use separate sheet if desired).*

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Referees

1.	2.	3.

Have you ever been convicted of any offence against the law (apart from minor traffic convictions) or otherwise know of any reason why you should not be employed to work in the school environment?

Yes / No

Please note that failure to provide correct and true details of any conviction or other reasons will make you liable to dismissal from the employment of the Board of Trustees, should you be a successful applicant.

Are you willing and prepared to work in a College with a special Catholic character, and to support that Catholic character as appropriate? **Yes** / **No**

Are you willing and prepared to contribute to the co-curricular activities of the College for three hours a week? **Yes / No**

Confirmation

a. I certify that the information given in this application is to the best of my knowledge correct. I understand that this may be verified.

b. In accordance with the Privacy Act, I authorise the Board of Trustees to obtain further information from the referees listed in this application and consent to the referees disclosing such information to the Board.

c. I also authorise the Board of Trustees to make other enquiries as they see fit in relation to my application and consent to the disclosure of information to the Board of Trustees by such persons of whom enquiry is made on matters pertinent to the job description and person specification.

Signature_____ **Date**_____

Notes for the Guidance of Applicants

Lodging an Application

1. A separate form, fully completed, must be submitted for each position applied for.

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. If you wish to submit a separate CV with this application you are free to do so.

Removal Expenses

4. It is important that before accepting appointment to a position which would necessitate moving, teachers find out if they are eligible for removal expenses. All negotiations relating to removal expenses should be made with the new employing board.

Closing Date

5. It is the teacher's responsibility to ensure that the application reaches the advertising Board before the closing date specified in the Gazette.