NAYLAND COLLEGE
TE KĀRETI O NEIRANA

Application for Appointment - Teaching

Position applied for Teacher of

Tenure

Please state any supporting subjects

Information Statement
The information you provide on this application form, along with any other information you supply, will be used by the College solely for assessing your suitability for positions for which you have applied. If unsuccessful, your information contained in this application will be destroyed on completion of the appointment process unless otherwise requested by you. If successful, your personal information contained in this application will be held by and remain confidential to Nayland College. Under the Privacy Act 1993, you have the right (with certain exceptions) to request access to, and correction of, any personal information held by the College.

Personal Details

Title ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Other:

Full Name

Postal Address

Mobile Phone

Email Address

Date of Birth (optional)

Gender

Ethnicity

Emergency Contact Name

Emergency Contact Mobile

Are you a NZ Citizen/Resident? ☐ Yes ☐ No

If No do you hold a Work Visa/Permit? ☐ Yes ☐ No (Relevant documents must be sighted)

Teaching Registration Details

Registration Status ☐ Full ☐ Provisional ☐ Subject to Confirmation ☐ LAT

Registration Number

Renewal Date

Ministry of Education Employment Number (if previously employed in education sector)

Referees

Please provide the names and contact details for two references who may be contacted to provide information to support your application.

Name	**Name**
Address	**Address**
Phone	**Phone**
Email	**Email**
Relationship	**Relationship**

Declaration

Please describe any injury or illness, or other known conditions that you have that may affect your ability to effectively carry out the duties and responsibilities of the position.

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

☐ NO ☐ YES If YES, you may be asked to provide a copy of relevant court records and be asked to comment further.

- I solemnly and sincerely declare that, to the best of my knowledge and belief, the information given in my application for this position and in my CV is true and correct. I understand that this may be verified and that failure to provide correct and true details of any conviction may make me liable for dismissal from the employment of the Board of Trustees.

- I give Nayland College permission to seek information about my employment and personal background from nominated referees and previous employers. I understand that this information will be treated in complete confidence and only used for staff selection purposes.

Applicant's Signature	**Date**

Please return this application form with your CV and cover letter to:

Kenny Diamond Principal
Nayland College
166 Nayland Road Stoke
Nelson 7010

or

Tina Marshall
Executive Assistant and Board Secretary
hr@nayland.school.nz