

GLOBEDUCATE APPLICATION FORM

Globeducate Schools have a commitment to safeguarding and promoting the welfare of children and young people. All appointments are subject to satisfactory references and the provision of all required documents in accordance with the country's laws.

During interviews, candidates will be asked to talk through their application forms including periods when they were not working. Our selection process is rooted in the principles of diversity and inclusion, ensuring that every candidate is evaluated fairly and equitably, regardless of their background, ethnicity, gender, age, sexual orientation, disability, or any other characteristic.

DATE OF APPLICATION		POST APPLIED FOR	
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NAME		CURRENT ADDRESS:
PHONE		
EMAIL		
NATIONALITY		
ID NUMBER		
ANY FORMER USED NAMES/ ALIASES		

CAREER HISTORY

Please give details of your career history below, starting with your current/most recent post – please account for any gaps in work history (copy and paste as many boxes as you require). Please include any period of **post-secondary education** including part-time and voluntary work.

DATES	EMPLOYER NAME & ADDRESS	JOB TITLE, DUTIES, ACTIVITIES, RESPONSIBILITIES
REASON FOR SEEKING OTHER EMPLOYMENT		

DATES	EMPLOYER NAME & ADDRESS	JOB TITLE, DUTIES, ACTIVITIES, RESPONSIBILITIES
REASON FOR LEAVING		

DATES	EMPLOYER NAME & ADDRESS	JOB TITLE, DUTIES, ACTIVITIES, RESPONSIBILITIES
REASON FOR LEAVING		

DATES	EMPLOYER NAME & ADDRESS	JOB TITLE, DUTIES, ACTIVITIES, RESPONSIBILITIES
REASON FOR LEAVING		

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REASON FOR LEAVING		

CAREER HISTORY (CONTINUED)

If there are any gaps in the dates recorded on the application form, please give details to account for those gaps here.

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ACADEMIC AND PROFESSIONAL QUALIFICATIONS

Please give details of your post-school academic and professional qualifications.

DATES	INSTITUTION NAME	QUALIFICATION(S)

Please note that original certificates must be presented at interview (for academic positions).

OTHER QUALIFICATIONS

Please give details of any other relevant qualifications (First Aid, Sports, Coaching etc.).

DATES	INSTITUTION NAME	QUALIFICATION(S)

LANGUAGES

Please give details of any other relevant qualifications (First Aid, Sports, Coaching etc.).

LANGUAGE	LEVEL	QUALIFICATION(S)

PERSONAL STATEMENT

This is your opportunity to state your motivations for applying for this post, your suitability for the role, how your skills match the job specification etc.

INTERESTS

What are your interests outside of work?

CHILD PROTECTION

Do you have any allegations or convictions in relation to child protection matters? If yes, please provide details.

Do you know of any other matters not covered above relating to you and/or your background, which might cause your reliability or suitability to be called into question regarding employment with Globeducate and working with children and/or vulnerable adults?

REFEREES

Please provide two professional referees. The first referees must be a Headteacher if you are working/have worked in a school.

	REFEREE 1 (CURRENT OR MOST RECENT EMPLOYER)	REFEREE 2

NAME		
POSITION (Head of School or Line Manager)		
ORGANISATION		
TELEPHONE		
WORK EMAIL		

POLICE CLEARANCE

If you are appointed, you will be required to provide In-date DBS/Garda vetting/Police check/overseas criminal records - if the one you have is old just send that to us as it's better to get a new one after you've secured a role.

SUITABILITY STATEMENT

Please delete below as appropriate:

I have read the job description and person specification and confirm that I am mentally and physically suitable for this role. **Yes/ No**

I have read the job description and feel that I will need support and assistance in this role. (Please add details on a separate sheet) **Yes/No**

FAMILY/ CLOSE RELATION

Are you acquainted with, or related to, anyone working at the school/organisation? **Yes/ No**
 If yes, please give the name (s) and state in what capacity you know them, below.

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ENTITLEMENT TO WORK

The school requires new members of staff to provide documentary evidence that they are entitled to undertake the position applied for/have an ongoing entitlement to live and work in Spain. Therefore, on offer of and before commencing a position, candidates should provide documentary evidence of their right to live and work in Spain or declare the need for a working visa.

DECLARATION

I confirm that the information provided in this form is correct to the best of my knowledge, and understand that providing false information on this application form is an offence and could result in the application being rejected or summary dismissal if the applicant has been selected, and possible referral to the police and other professional regulatory bodies.

I understand that an offer of appointment will be subject to satisfactory references, police clearance, proof of identity and right to live and work in Spain, medical checks (when apply) and relevant qualifications.

I give consent for personal information provided as part of this application to be held in accordance with the European Data Protection Regulation.

SIGNATURE/ PRINT NAME		DATE	
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SPECIFIC QUESTIONS:

Do you have a car?	<i>(Please replace this with "yes" or "no")</i>
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What are your salary expectations for this role, in gross/year (€)?	<i>(Please replace this with a salary range)</i>
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Do you have a valid work permit to work in Spain or the European Union?	<i>(Please replace this with "yes" or "no")</i>
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When could you start working with us?	<i>(Please replace this with your availability)</i>
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