



## Application Form European Schools – Secondment (Primary)

Applicants should read *Secondment of Teachers to the European Schools: Information for Applicants* before completing this application form.

**Applications must be submitted electronically. Suitably qualified teachers may apply for more than one post. Posts should be applied for in order of preference.**

At the conclusion of the interview process, a panel of successful applicants will be created. These successful applicants will be offered their highest preference post as determined by the ranking of candidates at the conclusion of the interview process. The panel will continue to exist until 01 September, 2025 and will be used to fill the advertised positions.

**All sections of the application form must be completed in full.** Applicants are required to return an electronic version, in PDF format, of their completed application form to [European\\_Schools@education.gov.ie](mailto:European_Schools@education.gov.ie) not later than **5 p.m. on 10 February 2025**.

### SECTION A: PERSONAL DETAILS

<b>Post applied for:</b> Give name of school and title of post applied for. If you are applying for the same position in different schools, please list the schools in order of your preference.  1.			<b>Attach passport photograph</b>
<b>Surname</b>	<b>First name(s)</b>	<b>Nationality</b>	
<b>Teaching Council Registration Number</b>			
<b>Date of full registration with the Teaching Council</b>			
<b>Address:</b>	<b>Telephone:</b>		
	<b>Home:</b>		
	<b>Work:</b>		
<b>E-mail:</b>			

## SECTION B: LANGUAGE SKILLS

Teachers applying for posts in the European Schools should be aware of Article 10.1 of the Regulations for Members of the Seconded Staff of the European Schools (available on the European Schools website ([www.eursec.eu](http://www.eursec.eu)) in relation to language competency.

Primary teachers appointed from Ireland will be required to teach in the Anglophone (English) sections of the European Schools.

**Applicants, if called to interview, will be interviewed mainly in English. Please note that, as the Irish language is taught to children of Irish nationals in the nursery and primary sections of the schools, it will also be necessary for candidates to demonstrate their ability in Irish at interview.**

Candidates who apply for secondment to the ES system undergo a separate oral language assessment **in a vehicular language (French and/or German) or in the host country language** in which the European School is located. Knowledge of the language of the country in the place of employment is desirable. Applicants are requested to indicate their general level of spoken competence in their chosen language using the Common European Framework of Reference for Languages (CEFR). The three levels referenced in the CEFR are basic user, independent user and proficient user. Applicants will be assessed according to the level they have indicated on their application form. For appointment to a European School, a basic spoken competence in the candidate's selected language is usually expected. If a candidate excels in every other aspect of interview and commits to learning a vehicular language or the host country language during their secondment, that will be looked upon favourably.

**Please indicate your level of the proficiency in the languages in the CEFR in the table below: (Level A: Basic user; Level B: Independent user; Level C: Proficient user)**

Language	Level A	Level B	Level C
Irish			
French			
German			
Other (e.g. Spanish, Dutch, Italian)			

## SECTION C: ACADEMIC & PROFESSIONAL QUALIFICATIONS

### Academic qualifications

Please give details of your academic qualifications in date order (starting with the most recent qualification achieved). *Please ensure that you specify the level on the national framework of qualifications (NFG) (if applicable)*

Full title of degree(s) or qualification(s) held	Grade obtained (e.g. Pass; 2.2; 2.1; 1; etc.)	Give results for each subject taken in final examination	List subjects taken in first and final years of your primary degree	Year in which degree or qualification was obtained	University / college or examining authority


### Teaching qualifications

Please give details of your teaching qualifications in date order (as per requirements of the Teaching Council under Teaching Council [Registration] Regulations 2016 revised)

Full title of degree(s) or qualification(s) held	Grade obtained (e.g. Pass; 2.2; 2.1; 1; etc.)	Year in which degree or qualification was obtained	University / college or examining authority

### Recognition as a primary teacher

Please attach each of the following with your application form:

1. Evidence of your current registration as a primary teacher with the Teaching Council (An Chomhairle Mhúinteoireachta) indicating that you have successfully completed your probationary period as a teacher and that you are fully qualified to teach in a recognised mainstream primary school in Ireland
2. Copy of your primary degree and teaching qualification from a recognised college of education or recognised third-level Higher Education Institution (HEI) or other recognised teacher-education provider

**SECTION D: EMPLOYMENT RECORD**

Give below, in date order (starting with your current employer), full particulars of all employment (including any periods of unemployment) between the date of leaving school or college and the present date.

Status**	Type	Required information
<b>P</b>	Permanent	
<b>S</b>	Substitute	If your existing contract of employment is for a fixed term, please state the date on which the contract is expected to conclude.
<b>A</b>	Acting	If your existing contract of employment is for a fixed term, please state the date on which the contract is expected to conclude.
<b>C</b>	Contract of indefinite duration (CID)	Please state relevant number of hours

Dates			Status** P/S/A/C	Title of post held; description of duties	Name and address of employer
Period in months	From	To			
Reason for leaving					Roll number of recognised school (if relevant)

Dates			Status** P/CID/T/A/S	Title of post held; description of duties	Name and address of employer
Period in months	From	To			
Reason for leaving					Roll number of recognised school (if relevant)

Dates			Status** P/CID/T/A/S	Title of post held; description of duties	Name and address of employer
Period in months	From	To			
Reason for leaving					Roll number of recognised school (if relevant)

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Period in months	From	To			
Reason for leaving					Roll number of recognised school (if relevant)



**SECTION F: MOTIVATION FOR YOUR APPLICATION**

Please outline succinctly why you are interested in this position and your particular suitability.

**SECTION G: ANY OTHER RELEVANT INFORMATION**

## SECTION H: REGISTRATION WITH THE TEACHING COUNCIL IN IRELAND

Are you registered (without conditions) with the Teaching Council in Ireland as a teacher who has met the Teaching Council's registration criteria at primary level?	<b>Yes</b>	<b>No</b>
<b>Please fill in the following details</b>		
• Teacher Registration Number:		
• Date on which you first registered with the Teaching Council in Ireland:		
• Date of full registration without conditions with the Teaching Council in Ireland:  (This is the date on which you gained full registration as a primary teacher having fulfilled all probationary, service and other conditions of full registration)		

## SECTION I: CHECKLIST

Please ensure that you have attached the following with your application:

<ol style="list-style-type: none"><li>(1) Evidence of current registration with the Teaching Council/ An Chomhairle Mhúinteoireachta</li><li>(2) Copy of your teaching qualification from a recognised college of education or university/higher education institution (HEI), or other provider of teacher education</li><li>(3) Copy of your primary degree if different to (2)</li><li>(4) Details of two referees who may be contacted after the interview should you be successful.</li></ol>
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Only applications submitted electronically are accepted. All documents should be scanned and attached to an email. Completed application forms should be sent to International Cooperation Unit using the email address: [European\\_Schools@education.gov.ie](mailto:European_Schools@education.gov.ie)

Completed application forms must be received by **5 p.m. on 10 February 2025**.

## SIGNATURE

Please note that all applications must be signed. Please double check that you have completed all sections of the application form.

<b>Signature of applicant</b>	<b>Date</b>
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The main purpose for which the Department of Education requires the personal data provided by you is to assess your application for secondment to the European Schools. The personal data provided on your application form may be forwarded to the Interview Panel and the European School to which you have applied.

Full details of the Department's data protection policy, setting out how your personal data will be used as well as information regarding your rights as a data subject, are available at <https://www.gov.ie/en/organisation-information/data-protection/?referrer=http://www.education.ie/en/The-Department/Data-Protection/>

Details of this policy and privacy notice are available in hard copy upon request from the address below:

Department of Education  
International Cooperation Unit  
Marlborough Street  
Dublin 1  
DO1 RC 96.