

All information provided in this form is confidential to the Selection Board



St Mary's CBS Secondary School Portlaoise

POST OF SPECIAL NEEDS ASSISTANT - APPLICATION FORM

Completed and Signed Application Forms should be returned **by post / email** to:

**Maura Murphy
Principal
St Mary's CBS
Borris Road
Portlaoise
Co Laois
OR
applications@portlaoisecbs.com**

Please DO NOT send a Curriculum Vitae with this form. This may be requested later in the recruitment process.

Minimum educational requirements for this post are Inter Cert or Junior Cert or equivalent qualification/s. The successful candidate may be required to supply original documentation in relation to other qualifications to the Board of Management prior to appointment. Written references are welcome.

For Official Use Only	
Received:	
Date:	
Time:	

PERSONAL DETAILS:

1 Name

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**Home
Address**

Home Tel. No.

Mobile Phone No.

E-Mail Address

2 Special Needs Assistant Qualifications

Qualification	Course Provider	Date	Level

3 Other relevant, non-accredited courses – most recent first: (e.g., First Aid, Art/Craft....)

4 Experience of Special Needs Assistant role - most recent first.

School Name	Address	Duties	Date from	Date to

5 Other employment experience - most recent first.

Position	Employer/Project	Duties	Date from	Date to

6 Please indicate briefly your understanding of the role of a Special Needs Assistant

7 Additional information (*not already mentioned*) in support of your application:

8 Please give the names of two referees: one should be in a position to comment on your personal characteristics, and one should be in a position to comment on your professional qualifications and/or training. Referees should not be related to the applicant.

(1)
Name

Address

9 Signature of Applicant

Date

Post to address on front of this application or scan and email to applications@portlaoiseCBS.com