

All information provided in this form is confidential to the Interview Selection Board. It will be held safe until the appointment process has been concluded, after which it will be destroyed.



## MONAGHAN COLLEGIATE SCHOOL

### APPLICATION FORM FOR TEACHING POSTS

Please attach  
a passport  
size  
photograph

<b>Applicant's Name</b>	
<b>Position applied for</b>	English
<b>Hours</b>	16 hours, fixed term contract for the academic year 2019-20 (23 <sup>rd</sup> August to 31 <sup>st</sup> May). Privately paid by the school.
<b>Additional Information</b>	Additional private hours may be available.
<b>Closing date of application.</b>	Tuesday 18 <sup>th</sup> June 2019 at 11.00am.
<b>Interview date</b>	Wednesday 19 <sup>th</sup> June 2019.
<b>Note:</b>	Privately paid teachers are paid the agreed statutory annual leave for the holiday period. See CL15/2015

<b>Roll Number</b>	64830E
<b>Chairperson</b>	Rev. Stephen McNie
<b>School</b>	Monaghan Collegiate School
<b>Address</b>	Corlatt
<b>County</b>	Monaghan
<b>EIRCode</b>	H18 X027

#### Please Note:

1. The application form must be sent to the School address provided in the advertisement.
2. Please submit **three copies** of this application form.
3. The completed form must arrive to the School address on or before the date and time as specified above.
4. This form may be completed electronically or in handwriting using black ink. **It must be signed and submitted in hard copy only.**
5. Canvassing will disqualify.
6. **DO NOT**
  - a. Enclose a separate letter of application.
  - b. Send a Curriculum Vitae with this form.
  - c. Enclose any certificates with this form. The successful candidate may be required to present original documents in relation to Teaching/other Qualifications prior to appointment.

<b>For official use only</b>	Received By:	Date:	Time:
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<b>EDUCATION QUALIFICATIONS – MOST RECENT FIRST</b>					
INCLUDE UNDER GRADUATE & POST-GRADUATE QUALIFICATIONS. THE SUCCESSFUL CANDIDATE MAY BE ASKED TO PRESENT ORIGINAL DOCUMENTS					
Degree etc	Grade	Subjects	Awarding Body	Length of course	Year of Award
<b>Teaching Qualification</b>					
Qualification	Grade	Subjects	Awarding Body	Length of course	Year of Award

<b>OTHER RELEVANT, NON-ACCREDITED COURSES – MOST RECENT FIRST:</b>

<b>OTHER RELEVANT EMPLOYMENT EXPERIENCE - MOST RECENT FIRST</b>			
Employer/Project	Position	Duties	Dates
			From To
			From To

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PERSONAL DETAILS			
Name			
Home Address	Mobile Telephone No.		
	Home Telephone No.		
	PPS No.		
	Teaching Council Registration Number		
E-mail Address	<i>Please print clearly</i>		

TEACHING EXPERIENCE - MOST RECENT FIRST *IF NEWLY QUALIFIED SEE BELOW			
PROBATED : YES <input type="checkbox"/> NO <input type="checkbox"/>			
School Name	Address	Subjects taught	Dates
			From To
			From To

*IF NEWLY QUALIFIED PLEASE INSERT TEACHING PRACTICE GRADES — MOST RECENT FIRST				
School Name	Address	Subjects taught	Dates	Grade
			From To	
			From To	

POST(S) OF RESPONSIBILITY (IF APPLICABLE)— MOST RECENT FIRST			
School Name	Address	Position Held	Dates
			From To
			From To

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AREAS OF SPECIAL INTEREST – CURRICULAR /OTHER	
Area	Expertise/Experience

PLEASE INDICATE HOW YOU CAN CONTRIBUTE TO THE <u>ETHOS</u> OF THIS SCHOOL NOT MORE THAN 150 WORDS

ADDITIONAL INFORMATION (NOT ALREADY MENTIONED) TO SUPPORT YOUR APPLICATION. NOT MORE THAN 150 WORDS

**Please Note:**

1. Please include at least one referee who knows you in a professional capacity.
2. Please include at least one referee who knows you in a personal capacity.
3. Close relatives and friends should not be listed as referees.
4. As it is probable that referees will have to be contacted outside of school times, **it is crucial that phone numbers at which referees can be contacted are given.**
5. **Two written references should be submitted with the application.**

NAMES & CONTACT DETAILS OF REFEREES			
Referee 1 (professional)		Referee 2 (personal)	
Name		Name	
Role		Role	
Address		Address	
Work Tel Number:		Work Tel Number:	
Home Tel Number:		Home Tel Number:	
Mobile Tel Number:		Mobile Tel Number:	

Signature \_\_\_\_\_

Date \_\_\_\_\_