

**ST FRANCIS XAVIER CATHOLIC SCHOOL SCALE A APPLICATION FORM**

1. **Personal Details**

Name

Address

Telephone Hm Bus Mob

E-Mail

**2. Registration Number** **Expiry Date**

1. **Previous paid employment experience**(Please list in chronological order with the most recent position first)

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| --- | --- | --- | --- |
| **Position** | **Employer** | **Date Began** | **Date Ceased** |
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1. **Qualifications (Educational and/or other relevant qualifications)**

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| --- | --- | --- |
| **Qualification** | **Institution** | **Date Attained** |
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1. **Please state why you think you are suitable for this position.**

1. **Health**

Do you have any known condition that may affect your ability to carry out the functions and responsibilities of the position applied for? **YES NO**

If YES, please specify:

The School property is smoke free – are you prepared to abide by this? **YES NO**

1. **Convictions Against the Law**

Have you ever been convicted of any criminal offence (other than minor traffic offence)? **YES NO**

If YES please give details and note you may be asked to provide a copy of the relevant court records.

Are you currently awaiting the hearing of any charges? **YES NO**

1. **Referees**

Please provide names, addresses and phone numbers of three (3) Referees. If you are applying for a Tagged position one of these referees must be able to verify that you are Catholic.

Name

Address

Telephone Hm Bus Mob

Capacity in which you have known this person:

Name

Address

Telephone Hm Bus Mob

Capacity in which you have known this person:

Name

Address

Telephone Hm Bus Mob

Capacity in which you have known this person:

1. **Declaration**

I …………………………………………………….. (full name) consent to the Board of Trustees seeking verbal or written information on a confidential basis about me from representatives of my previous employers and/or referees and authorise the information sought to be released to the Board for the purpose of ascertaining my suitability for the position for which I am applying.

I understand that the Board may approach sources other than my nominated referees to seek feedback on my suitability for this position.

I also understand that the information received by the Board is supplied in confidence as evaluative material and will not be disclosed to me.

I declare that the information contained in this Curriculum Vitae and Application Form is true and correct.

Signature ………………………………………………….Date ……………………………………..

**Please include with this Application Form your Curriculum Vitae**

**Applications for the position will close at 4pm**

**23 October 2020**