



*Colaiste Rís, Chapel Street,
Dundalk, Co. Louth.
Telephone: 042 9334336
Email: office1@colaisteris.ie
www.colaisteris.ie*

APPLICATION FORM FOR TEACHING POST

This application is for the position of _____.

| Personal Details | |
|------------------------|--|
| Name | |
| Correspondence Address | |
| Mobile Telephone No | |
| Email Address | |

| Teaching Council Registration Details | |
|---|------------------------|
| Are you registered with the Teaching Council? | YES: NO: |
| Teaching Registration Council number: | |

| | |
|--|--------------|
| Please list your subjects registered with the Teaching Council | List: |
|--|--------------|

1. Education Record

THE SUCCESSFUL CANDIDATE WILL BE ASKED TO PRESENT ORIGINAL DOCUMENTS

Third Level Qualifications:

| Dates | College | Qualifications Level | Qualifications Result (1.1 / 2.1 etc) |
|-------|---------|----------------------|--|
| | | | |
| | | | |
| | | | |

Teacher Education Qualifications:

| Dates | College | Qualification / Examination Results |
|-------|---------|--|
| | | |
| | | |

2. Additional Professional Qualifications (eg. ICT, SEN)

| |
|--|
| |
|--|

3. Teaching experience to-date – Most recent first

| Dates From - To | Subjects taught / Position(s) held | School/College/Organisation |
|----------------------------|---|------------------------------------|
| | | |

4. Area of interest or curricular / extra-curricular activities in which you have been and/or would be prepared to be involved?

| | Area of Interest | Particular / Previous Expertise |
|------|-------------------------|--|
| I. | | |
| II. | | |
| III. | | |
| IV. | | |

**5. Please indicate how you think your experience and skills can assist in this particular post.
(not more than 150 words)**

Please outline:

**6. Please indicate how you think you can contribute to the ethos and success of Coláiste Rís.
(not more than 150 words)**

Please outline:

Any other relevant information (not already mentioned) to support your application:

Please outline:

7. PERSONAL DECLARATION:

If this section is not completed, your application will not be considered for processing.

7.1 Have you been investigated by the Gardaí, HSE, or your employer in relation to substantiated complaints made concerning your treatment of children?

YES

NO

7.2 Were you the subject of any allegation of criminal conduct or wrongdoing towards a minor?

YES

NO

7.3 Are you aware of any material circumstance in respect of your own conduct which touched/touches on the welfare of a minor?

YES

NO

The school undertakes that all responses furnished by you in respect of the above questions will be treated as confidential, subject to any reporting obligations which may be imposed on the school, pursuant to "Children First" published by the Department of Children and Youth Affairs, the Child Protection Procedures for Primary and Post Primary Schools published by the Department of Education and Skills or pursuant to any legal obligation imposed on the school to facilitate the effective investigation of crime.

Please note that appointment to the position is subject to the outcome of the vetting process and the Board of Management's determination of suitability for employment in the position having regard to the vetting information received. No appointment will be confirmed until the aforementioned steps have been completed.

Further note that it is essential that you make appropriate and full disclosure in response to the questions at 7.1, 7.2 and 7.3 above. In the event of an offer of employment being made to you by the board of management, this personal declaration will constitute a fundamental term of the contract of employment. If, at any time, it is subsequently established that you have made an incomplete and/or inaccurate disclosure in this declaration, you may face disciplinary action, up to and including dismissal.

| NAMES & CONTACT DETAILS OF REFEREES* | | | |
|--------------------------------------|--|-----------------|--|
| Referee 1 | | Referee 2 | |
| Name | | Name | |
| Role | | Role | |
| Address | | Address | |
| Work Tel Number | | Work Tel Number | |
| Home Tel Number | | Home Tel Number | |
| Mobile No | | Mobile No | |
| Referee 3 | | Referee 4 | |
| Name | | Name | |
| Role | | Role | |
| Address | | Address | |
| Work Tel Number | | Work Tel Number | |
| Home Tel Number | | Home Tel Number | |
| Mobile No | | Mobile No | |

***Please Note:**

1. Only those referees who know you in a professional capacity should be included. At least *three names should be provided.
2. As it is probable that referees will have to be contacted outside of school times, it is crucial that phone numbers (preferably mobile numbers) outside of working hours, are given.
3. If the current employer (where applicable) is not named as a referee, the Selection Board reserves the right to seek a reference from the current employer.
4. All information included in this application form is confidential to the selection board.

I certify to the Board of Management of Coláiste Rís, Dundalk that the information provided in this application is true and correct.

Signature of Applicant..... **Date**.....

- The Board of Management of this school is an equal opportunities employer
- Shortlisting of candidates may take place.
- Closing date is advertised on educationposts.ie

Please return completed application forms by email to appointments@colaisteris.ie