

## NEW HALL INTERNATIONAL SCHOOL, LEKKI – JOB APPLICATION FORM

Position Applied For:

## PERSONAL DETAILS (FILL IN BLOCK LETTERS)

Last Name	
First Name	
Gender (circle as appropriate)	<input type="checkbox"/> Male <input type="checkbox"/> Female
Address	
Home Telephone Number	
Mobile Telephone Number	
E-mail address	
Marital Status (circle as appropriate)	<input type="checkbox"/> Single <input type="checkbox"/> Married

### EDUCATION (Secondary – Post Graduate)

[illegible]

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### QUALIFICATIONS/COURSES (including PGCE/Teacher Training)

School	Qualification	Dates	Awards

(Please give details of courses relevant to this application and indicate any awards earned)

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### Present Appointment/Most recent employment

Job Title/Post	
Name of Organisation	
Date Appointed - Date left (if applicable)	
Responsibilities	
Salary	
Reason for leaving (if applicable)	

### PREVIOUS TEACHING APPOINTMENTS

(Details of work outside of teaching and any gaps in employment should be recorded on page 4)

Name of Organisation/ Title of post/ Period	Responsibilities/Achievements	Reason for leaving

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### PERIODS NOT IN FULL EMPLOYMENT

(Please give details of any voluntary work and other periods when you have not been employed)

Dates	Reason

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### Competency Questions

- 1) What do you consider to be your greatest achievement in Education? (No more than 200 words)

- 2) Why have you chosen the teaching profession? (200 words)

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- 3) What is it that attracts you to work at New Hall, and why should New Hall consider you for employment?

- 4) Describe an occasion when you had to go the extra-mile to get a desired result. (200 words)
- a) What was the situation?
  - b) What did you have to do to go the extra-mile?
  - c) What was the desired result, how did you achieve it and, how valuable was it?

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- 5) The following situation is designed to give you a flavour of what it's like to be a teacher at New Hall and represents a typical situation that you may come across. Please read and answer the question according to how you would manage or deal with the situation presented.

As a teacher at New Hall, you will be responsible for overseeing the physical, intellectual and social welfare of the children. After three months of joining the school, you realized that one of the children in your class has difficulties in understanding the subject you are teaching. You administered a test and the child scored below your expectations.

- What would you do to understand the extent of the Issue and ensure that the next time you give a test, the student passes?
  - What possibilities do you need to consider and why?
  - Who might you consult and why?
- (Should not exceed 250 words)

### **INTERESTS (Both professional and leisure)**

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### REFEREES

- References will only be sought for short listed candidates. It is our policy to obtain references prior to interview, if you have concerns regarding this please contact us
- The first reference must be your present or previous employer
- If you are currently working with children your employer will be asked about disciplinary offences relating to children
- Please do not give relatives or people solely in the capacity as friends as referees
- Other previous employers may also be approached for information before the interview to verify details on your application form such as particular experience or qualifications.

#### REFEREE 1

Name	
Position	
Relationship	
Telephone Number (Work/Mobile)	
E-mail	
Are you known to referee by any other name? (please give details)	

#### REFEREE 2

Name	
Position	
Relationship	
Telephone Number (Work/Mobile)	
E-mail	
Are you known to referee by any other name? (please give details)	



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### DECLARATION

Are you related to any member of staff /management of Newhall Int'l School **(YES/NO)**  
If YES, who and in what capacity?

NB: Canvassing of Newhall Int'l School Management by or on behalf of an applicant whether directly or indirectly is prohibited.

Have you ever received a conviction, caution or bind-over? **(YES/NO)**

Have you ever been disqualified from working with children or been subject to any sanctions imposed by a regulatory body e.g. (General Teaching Council)? **(YES/NO)**

**If you have answered yes to either of the above questions, please provide details here:**

Are you currently registered with the General Teaching Council or TRCN (Nigeria) or a similar body? **(YES/NO)**

For a similar body, please specify

I declare that the information I have given on this form is correct and I understand that failure to complete the form fully and accurately could result in an incorrect assessment of salary, and/or exclusion from short listing, or may, in the event of employment, result in disciplinary action or dismissal.

Signature.....Date.....

THANK YOU FOR YOUR APPLICATION