



## EMPLOYMENT APPLICATION FORM

Teacher: Junior / Senior School; Full Time / Part Time Position

Position applied for		Date	
From where did you hear about this position			

### PERSONAL DETAILS (Data used by School Administration for employment purposes only)

Title		Surname	
Given names			
Address			
Postcode		Email	
Telephone	(M) _____		
NESA Identification Number			

### CHRISTIAN BACKGROUND (Ministerial reference required)

Do you consider yourself a Christian?	
Why?	
Which church do you attend?	
Attendance	<input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly <input type="checkbox"/> Occasionally
Minister's name	

### QUALIFICATIONS

Years attended	Educational institution	Name of award/qualification	Date conferred

**EMPLOYMENT HISTORY IN TEACHING**

(Proof of employment may be required)

Start Date	End Date	Employer	Role/ Job Title	F/T	P/T	FTE
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	

**JUNIOR SCHOOL TEACHING EXPERIENCE**

(Proof of employment may be required)

Grade	Number of years teaching this grade	Most recent year this grade was taught	F/T	P/T	FTE
e.g. Year 4	2 years	2006	<input type="checkbox"/>	<input type="checkbox"/>	0.8
Kindy			<input type="checkbox"/>	<input type="checkbox"/>	
Year 1			<input type="checkbox"/>	<input type="checkbox"/>	
Year 2			<input type="checkbox"/>	<input type="checkbox"/>	
Year 3			<input type="checkbox"/>	<input type="checkbox"/>	
Year 4			<input type="checkbox"/>	<input type="checkbox"/>	
Year 5			<input type="checkbox"/>	<input type="checkbox"/>	
Year 6			<input type="checkbox"/>	<input type="checkbox"/>	
Specialist Roles (please describe):					
Number of Casual Days Taught					

SENIOR SCHOOL TEACHING EXPERIENCE			(Proof of employment may be required)			
Subject	Highest year and level taught	Number of years taught at this level	Most recent year this level was taught	F/T	P/T	FTE
e.g. English	Year 11 Advanced	2 years	2008	<input type="checkbox"/>	<input type="checkbox"/>	0.6
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
Number of Casual Days Taught						

EXPERIENCE OTHER THAN TEACHING					(Proof of employment may be required)	
Start Date	End Date	Employer	Role/ Job Title	F/ T	P/T	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	

REFEREES		
Please notify all referees that the school may contact them regarding your application		
MINISTERIAL REFEREE		(Required)
Name	Nature of Acquaintance	Contact Number/Mobile

**CHARACTER REFEREES**

(At least one required, in addition to ministerial referee above)

Name	Nature of Acquaintance	Contact Number/Mobile

**PROFESSIONAL REFEREES**

(At least two required, including a recent school principal or supervisor)

Name	Professional Relationship	Contact Number/Mobile

**SUPPORTING STATEMENTS**

Profile any special training, experience or interests that you may have which may strengthen your employment application

Please add any comments or offer clarification to any aspects of your application

## CHILD PROTECTION

*The Commission for Children and Young People Act 1998 makes it an offence for a prohibited person (a person convicted of a serious sex offence, the murder of a child or a child-related personal violence offence, as well as a Registrable person under the Child Protection (Offenders Registration) Act 2000 to apply for or otherwise attempt to obtain, undertake or remain in child-related employment.*

*Offers of positions to the successful applicant will be subject to a Working with Children Check clearance number from the Office of the Children's Guardian.*

**Please provide your WWCC ..... or go to**

**<https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check>**  
**for more information.**

Have you undertaken Child Protection Training within the last 12 months? Yes / No

## ATTACHMENTS AND INCLUSIONS

All staff applications for Oxford Falls Grammar must be accompanied by the following attachments:

- Curriculum Vitae**
- Original testamurs and academic transcripts to sight, copy and file on interview or certified photocopies of all qualifications listed**
- Please note that Anaphylaxis and CPR certification will also be required for employment**

## FORM SUBMISSION

(No application will be considered without completed documentation)

Email completed form, CV and documentation to: [applynow@ofg.nsw.edu.au](mailto:applynow@ofg.nsw.edu.au)

*In applying for this position, you will be providing Oxford Falls Grammar with personal information. Please refer to the school's public website to view the Privacy Policy and Collection Notice.*