



Staff Application Form

Position applied for:

Section 1: Personal details

Title (eg. Dr/Mr/Mrs.):	First Name:	Last Name:	
Date of birth:		Former name:	
		Preferred name:	
Residential Address:		Phone number:	
		Email address:	
Are you eligible for employment in Namibia?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Please provide details (eg: Namibian Citizen, permanent residency)			
Are you a qualified teacher?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Please provide details (eg: teaching qualification)			
Do you hold a full CODE B driver's licence?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Can you swim confidently?		Yes <input type="checkbox"/>	No <input type="checkbox"/>

Section 2: Education

Please start with most recent

Name of school/college/ University	Dates of attendance From: dd/mm/yy To: dd/mm/yy	Examinations			
		Subject	Result	Date	Awarding body

Please attach copies of education certificates to your application.

Section 3: Other vocational qualifications, skills or training

Please provide details of any vocational qualifications or skills that you possess or training that you have received which you consider to be relevant to the role for which you have applied.

Section 4: Employment

Current / most recent employer:

Current / most recent employer's address:

Current / most recent job title (provide brief job description including year groups and subjects taught, if appropriate):

Date started:

Date employment ended
(if applicable):

Current salary / salary on leaving:

Last working day:

Do you / did you receive any employee benefits?

Yes

No

If so, please provide details of these:

Reason for seeking other employment:

Please state when you would be available to take up employment if offered:

Section 5: Previous employment and / or activities since leaving secondary education
Please continue on a separate sheet if necessary

Dates From: dd/mm/yy To: dd/mm/yy	Name and address of employer	Position held and / or duties	Reason for leaving

Section 6: Gaps in your employment

If there are any gaps in your employment history, eg looking after children, sabbatical year, please give details and dates.

Section 7: Interests

Please give details of your interests, hobbies or skills - in particular any which could be of benefit to the School for the purposes of enriching its extra-curricular programme.

Section 8: Suitability

Please give your reasons for applying for this post and say why you believe you are suitable for the position. Study the job description and person specification and describe any experience and skills you have gained in other jobs or similar environments which demonstrate your ability and aptitude to undertake the duties of the post. Continue on a separate sheet if necessary.

Section 9: References

Please supply the names and contact details of two people who we may contact for references. One of these must be your current or most recent employer.

Referee 1	Referee 2
Name: Organisation: Address: Email address:	Name: Organisation: Address: Email address:
Telephone number: Occupation:	Phone number: Occupation:
May we contact prior to Interview? Yes <input type="checkbox"/> No <input type="checkbox"/>	May we contact prior to interview? Yes <input type="checkbox"/> No <input type="checkbox"/>

Section 10: Declaration

- I confirm that the information I have given on this application form is true and correct to the best of my knowledge.
- I confirm that I am not disqualified from working with children.
- I understand that providing false information is an offence which could result in my application being rejected or (if the false information comes to light after my appointment) summary dismissal and may amount to a criminal offence.

Signed: _____

Date: _____

Section 10: Declaration

Where this form is submitted electronically and without signature, electronic receipt of this form by the school will be deemed equivalent to submission of a signed version.

Lüderitz Blue School takes safeguarding children very seriously and all staff will be subject to checks and the recruitment process will include safeguarding and staff conduct.