

Section B. Education

9

SECONDARY		
School	Years Attended	Certificates Obtained

TERTIARY (transcripts required)			
Institution	Years Attended	Degree / Diploma Conferred	Year Conferred

TEACHING QUALIFICATIONS (transcripts required)			
Institution	Years Attended	Degree / Diploma Conferred	Year Conferred

10 **OTHER QUALIFICATIONS:**

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11 **RELIGIOUS EDUCATION – training, experience, involvement, commitment**

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12 **COMMUNITY INVOLVEMENT:**

Describe any way you have been involved in activities associated with your parish and/or local community.

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SECTION C- EMPLOYMENT

13 **PREVIOUS EMPLOYMENT:**
(Beginning teachers should list 2 most recent practicums)

Dates	School	Position held	Class & Subjects Taught	Full Time Part Time or Casual

14 Teaching Subjects and other Subject Areas you are competent to supervise:

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15 You may wish to comment on positions of responsibility you have held.

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16 **INSTITUTE OF TEACHERS**

a) *Accreditation with NSW Institute of Teachers*

The NSW Institute of Teachers (the Institute) supports quality teaching in all NSW schools. Its charter is to advance the status and standing of the teaching profession.

The Institute oversees a system of accreditation and recognition of teachers' professional capacity against professional standards. It provides a process for the profession to influence the quality of teacher training and continuing professional development.

b) *What does Accreditation mean?*

All teachers, including casual and temporary teachers, who were employed for the first time in NSW after 1 October, 2004, or who are returning to teaching after a break of five years or more, will be considered new scheme teachers, and are required to be accredited with the NSW Institute of teachers before they can gain employment at the College.

c) *Were you employed for the first time in NSW after 1st October, 2004?*

Yes No

If yes, please provide details of your Accreditation with the NSW Institute of Teachers

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Please provide a copy of relevant documentation with your Application for Teaching

17 **PROFESSIONAL DEVELOPMENT:**

List relevant in-services you have undertaken

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18 List your skills and training in Information Technology (IT)

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REFEREES:

State name, address and telephone number of at least 3 people who may be contacted in regard to your character and professional competence.

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Telephone: (Work)..... (Home)..... (Mobile).....

2
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.....
Telephone: (Work)..... (Home)..... (Mobile).....

3
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.....
Telephone: (Work)..... (Home)..... (Mobile).....

I have / have not advised the above referees that they have been included on this application form.

DOCUMENTATION:

I certify that this information is complete and correct in every detail.

Signature: Date :/...../.....

Please complete this form and return it, together with your Letter of Application, Curriculum Vitae, and photocopies of References to:

The Principal
Trinity Catholic College
1 Dawson Street
LISMORE NSW 2480

EMPLOYMENT COLLECTION NOTICE

Addendum 3

1. In applying for this position you will be providing Trinity with personal information. We can be contacted at 1 Dawson Street, Lismore NSW 2480; Telephone (02) 6627 6600; Email admin@trinitylismore.nsw.edu.au
2. If you provide us with personal information, for example your name and address or information contained on your resume, we will collect the information in order to assess your application. We may also make notes and prepare a confidential report in respect to your application.
3. You agree that we may store this information for up to 12 months.
4. You may seek access to your personal information that we hold about you if you are unsuccessful for the position. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
5. We will not disclose this information to a third party without your consent.
6. We are required to collect information under Child Protection laws. This includes whether or not you are or have been the subject of an Aggravated Violence Order or certain criminal offences under the law.
7. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to Trinity and why, that they can access that information if they wish, that Trinity does not usually disclose the information to third parties and that we may store their information for up to 12 months.