

Position for which you are applying	
Date from which you are available to take up duty	

SECTION 1

1. Personal Details

Name in full (block capitals – surname first)	
Maiden name (if applicable)	
Date of birth	
Place of birth	
Nationality	
Current address	
Home telephone/mobile/fax	
E-mail address	
Skype address*	
Marital/Partnership status	
If married/partnered, state full name, profession of spouse/partner, number of children, with names and ages	

*Skype – ISB may request you to ‘attend’ a preliminary interview via internet video conferencing, we use Skype for this.

2. Teaching Qualifications

Do you have a teaching qualification recognised in England and Wales?	
If yes, what qualification do you have?	
How long have you taught since qualifying as a teacher?	
Have you ever taught in Great Britain?	
If yes, for how long?	
UK Teaching Qualification Ref. No. (or national equivalent) and date of qualification	

3. Education

	Institution	Qualifications gained (with Grades)	Dates of attendance
School (including O Level/GCSE and A-level)			
College/University			
Teaching Qualification			
Graduate Degree/NCSL Qualification			
Recent courses attended			

SECTION 2**1. Employment Details**

Current employment (Name, postal address, telephone number, website)	
Current position held	
Salary in Sterling	
Point on UK Pay Scale	
Type of school (Primary, Secondary, Maintained, Independent)	
Number of students on roll	
Date appointed	

2. Previous Teaching Experience (most recent first)

Type of School	Country	Name of School	Position Held	No. on roll	Dates	
					From	To

3. Personal interests, including extracurricular activities

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4. Details of any significant illness during last 3 years, including days off sick in last 12 months

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SECTION 3

1. Referees

Referees: (must be current and previous Head of School).

May we take up these references now? Yes / No

Referee A

Name	
Position	
School name	
Address	
Telephone/Fax	
Email	

Referee B

Name	
Position	
School name	
Address	
Telephone/Fax	
Email	

2. Availability

Please indicate any dates you are <u>not</u> available for interview	
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SECTION 4

Declaration

I declare to the best of my knowledge and belief there is nothing, from a child protection and safeguarding perspective, in relation to my conduct, character or personal background that would adversely affect the position of trust in which I would be placed in relation to my appointment to any teaching or non-teaching position at the International School of Bucharest.

Within a child protection context:

- I give my full consent to the ISB to make the enquiries they deem necessary in respect of my suitability for the post(s) in respect of which the applications are made.
- I accept and confirm the entitlement of the ISB to reject my application or terminate my employment (in the event of a contract of employment having been entered into) if I have omitted to inform the school of any information relevant to my application for the position or my continuing employment with the school.
- I understand that any false or misleading information submitted by me in relation to my application for a position of employment with the school will render me liable to automatic disqualification or render me liable to dismissal, if employed.

Singed (applicant): _____

Date: _____

Your application should include:

- Full letter of application
- Completed ISB Employment Application Form
- CV
- Recent photograph

Only complete applications, including all the documents listed above, will be considered. It should be understood that nothing in this form constitutes a contract.

Thank you for your interest in ISB. Please return your application to jobs@isb.ro

International School of Bucharest

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RESPECT

SUCCEED