



**APPLICATION FOR EMPLOYMENT**

It is the responsibility of the applicant to ensure that all information submitted in this document is accurate. An application may be discontinued, or a successful applicant may be subsequently removed from the School, should any information come to light that would have precluded employment initially, or which has had an adverse effect upon the School after employment.

<b>POSITION APPLIED FOR</b>										Primary [✓]		High School [✓]	
<b>Contact Information</b>													
Family Name						Other Names							
Date of Birth		Age		DfES No. or equivalent (if applicable)				Native English Speaker [✓]		Y	N		
Citizenship				Passport No.				Expiry Date					
Present Address						Tel		+					
Home Address (if different from above)						Tel		+					
Email #1				Email #2				Skype					
Travelling alone [✓]				Travelling with spouse [✓]				Spouse also a teacher [✓]					
Name of spouse (if applicable)						Number of dependent children travelling with applicant							
<b>Education</b> (please list, beginning with secondary education, all institutions attended); additional information may be appended													
From [mm/yy]		To [mm/yy]		Years		Months		Name of Institution				Qualifications and grades attained	
<b>Post-Graduate and other professional qualifications (including PGCE or equivalent / ESL);</b> additional information may be appended													
From [mm/yy]		To [mm/yy]		Years		Months		Name of Institution				Qualifications and grades attained	
<b>Teaching Experience</b> (please list all institutions, beginning with the most recent); additional information may be appended													
From [mm/yy]		To [mm/yy]		Years		Months		Name of Institution				Main responsibilities	
<b>Other work experience</b> (please begin with the most recent); additional information may be appended													
From [mm/yy]		To [mm/yy]		Years		Months		Name of Employer				Main responsibilities	

**Please note that, should the application be successful, the teacher will be required to produce the originals or legally certified copies of the relevant documentation**

**Please list other awards, skills, qualifications and interests in support of your application**

Do you suffer from any medical condition that would affect your work? [✓] (If yes, please append details)	Y		N	
Do you hold any criminal convictions or are you at present subject to any criminal / civil investigation? [✓] (If yes, please append details)	Y		N	
Do you know of any reason why you should not work with children? [✓]	Y		N	
Are you able to provide us with a certificate of good conduct / police clearance certificate? [✓] (If no, please give reason below)	Y		N	

From what date are you available for work? dd/mmm/yyyy

**References** (Please note that one of your referees should be your most recent employer\*); at least 2 referees should be listed

Name	Position	Name and Address of Company / Institution	Email
1.			
2.			
3.			

\*If you do not wish your current employer to be contacted at this stage, check this box: **NOTE:** If you are subsequently made a firm offer of employment, and you accept, your current employer will be contacted. Such employment will be contingent upon no significant adverse report being received from your current employer.

Please submit this application form together with [1] your current CV [2] a recent passport photo, and [3] a covering letter or email to: **recruitment@issrcambodia.com**

Please note the following:  
 1. All applications will be acknowledged.  
 2. Only short-listed candidates will be contacted thereafter.  
 3. Interviews will take place either in Cambodia or by telephone or by Skype.

**The following section will be completed by our administrative staff**

Date of receipt		Received by		Date acknowledged		Acknowledged by			
Short-listed?	Y		N	Interview Date		Interviewer	L	T	S
Interviewer's remarks									
Outcome									
Date of Notification		Notified by		Offer accepted?	Y		N	Follow-up by	
Details of follow-up									