

Application for Casual Relief Teacher

- Please complete the following form and email to Michelle Smith (HR Administrator) msmith@mecs.vic.edu.au, along with your CV, Cover Letter and Written Response. **Please 'save as' after completion of this form to retain the information.**
- The information supplied herein shall be treated in confidence and used by the school only in assessing the applicant's suitability for casual relief teaching at MECS.

Personal Details Salutation Marital Status (optional)

Surname First Name

Address

Postcode VIT Number Full Provisional

Telephone (BH) (AH) (Mob)

Email Address

Church Details (if applicable)

Church (& Denomination) you attend

Name/Telephone no. of referee for your Christian standing

Employment Details Current (if applicable)

Name of Employer

Date Commenced Current Salary Years Experience

Position held

Employment Details Previous (if space is insufficient, additional details should be attached)

Date Commenced/Ceased Name of Employer

Position held Reason for Leaving

Date Commenced/Ceased Name of Employer

Position held Reason for Leaving

Date Commenced/Ceased Name of Employer

Position held Reason for Leaving

Academic Details

If possible please attach copies of results completed and progress on any current courses.

Completed Tertiary Courses

Date Completed

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

First Aid Training

Please forward copies of completion certificates and progress on any current courses.

Apply First Aid

CPR

Anaphylaxis

Asthma

References

Written references may be attached. Referees nominated by the applicant below will be contacted by telephone.

Referee 1.

Surname First Name Professional Personal

Address

Telephone (BH) (AH) (Mob)

Email Address

Referee 2.

Surname First Name Professional Personal

Address

Telephone (BH) (AH) (Mob)

Email Address

Availability

Please mark the sections of the school in which you are prepared (and qualified) to teach:

Kindergarten

Primary (Prep – Year 6)

Middle School (Years 7 – 9)

Senior School (Years 10 – 12) VCE Subjects

Please mark the days of the week on which you are available to teach:

Monday

Tuesday

Wednesday

Thursday

Friday

Comments

Declaration

I declare that the details and information on this document are true, complete and correct to the best of my knowledge and I understand that any false or misleading statement will be sufficient cause to deny employment.

I **have/** **have not** had criminal convictions recorded against me since the date on my Police Check for VIT registration; and there **are** **are no** outstanding matters against me pending before a court. (If yes, please attach details).

I undertake to support and accept the MECS Association's distinctive form of Christian Education as expressed in the MECS Educational Creed (see MECS website www.mecs.vic.edu.au).

Full Name

Date