

Post applying for	Our reference code:
-------------------	---------------------

1. Personal details

Last name(s):		First name(s):		Title: Mr/Ms etc	
Nationality:	Marital Status:	Sex: Male/Female	Date of Birth:		
Name of Partner:			Will your partner accompany you to Spain?		
Is your partner seeking a teaching post?		If yes, please state which post:			
		If yes, please state the nationality of partner:			
Please state the full name and date of birth of accompanying school-age children (insert "none" if none):					

2. Contact details

Street name and no:	Main contact details	Work contact details
Town/City:	Tel no:	Tel no:
County/Province:	Fax no:	Fax no:
Post/Zip code:	Email:	Email:
Country:	Skype name:	
May we use your work e-mail for correspondence?		

3. University and college education, including teaching qualifications (most recent first)

If currently studying for an award, please give the expected completion date.

Title of Award	Year of Award	Awarding Institution/Country	Major Subject	Pupil Age Range (if appropriate)

5. Languages, including mother tongue

Language (Most competent first)	Speaking ability weak (W), competent (C), fluent (F), or mother tongue (MT)	Writing ability weak (W), competent (C), fluent (F), or mother tongue (MT)

6. Experience

Please indicate total number of years of teaching experience.

Please indicate total number of years in a management post or post of responsibility.

Please indicate total number of years of experience in international schools.

A. Details of current post

School name:		Location:	
Date of joining school:	Your current title:	Starting date of current post:	
Main subject taught:	Other subjects taught:	Age range taught:	
Curricula/external exams taught:			
No. of staff reporting directly to you:		Main areas of responsibility:	

B. Details of previous posts (most recent first)

School name:		Location:	
Date of joining school:	Your title:	Date of leaving:	
Main subject taught:	Other subjects taught:	Age range taught:	
Curricula/external exams taught:			
No. of staff reporting directly to you:		Main areas of responsibility:	

School name:		Location:	
Date of joining school:	Your title:	Date of leaving:	
Main subject taught:	Other subjects taught:	Age range taught:	
Curricula/external exams taught:			
No. of staff reporting directly to you:		Main areas of responsibility:	

School name:		Location:	
Date of joining school:	Your title:	Date of leaving:	
Main subject taught:	Other subjects taught:	Age range taught:	
Curricula/external exams taught:			
No. of staff reporting directly to you:		Main areas of responsibility:	

School name:		Location:	
Date of joining school:	Your title:	Date of leaving:	
Main subject taught:	Other subjects taught:	Age range taught:	
Curricula/external exams taught:			
No. of staff reporting directly to you:		Main areas of responsibility:	

School name:		Location:	
Date of joining school:	Your title:	Date of leaving:	
Main subject taught:	Other subjects taught:	Age range taught:	
Curricula/external exams taught:			
No. of staff reporting directly to you:		Main areas of responsibility:	

7. Other information:

What are your personal interests/hobbies?			
What activities have you offered to students in the last two years?			
What activities would you be willing to offer to students at SIS?			
Please indicate any special qualifications that you hold that enable you to lead an activity.			
Activity:	Qualification:	Start date:	Expiry date:
Activity:	Qualification:	Start date:	Expiry date:
Activity:	Qualification:	Start date:	Expiry date:
What is your state of health (excellent, very good, good, satisfactory, poor)?			
Please indicate any special health conditions.			
How many days absence due to ill health have you had from school in the last two years?			

8. References: Your referees should be people who have had a major responsibility for evaluating your performance.

Name of current Head of School (or equivalent):	Title:
Address:	Email:
	Tel:
May we contact your current Head of School, or equivalent, for a reference: Is your latest teacher appraisal/evaluation report available from this person?	

Other referees:

Name and title:	Professional Relationship
Address:	Email:
	Tel:
Do you have a teacher appraisal/evaluation report from this person?	

Name and title:	Professional Relationship
Address:	Email:
	Tel:
Do you have a teacher appraisal/evaluation report from this person?	

Name and title:	Professional Relationship
Address:	Email:
	Tel:
Do you have a teacher appraisal/evaluation report from this person?	

Name and title:	Professional Relationship
Address:	Email:
	Tel:
Do you have a teacher appraisal/evaluation report from this person?	

9. Declaration

Please read the follow declaration then sign as an indication that you accept it.

- (a) If any of the details on this Application Form are found to be false or if there is any knowing omission or suppression of material fact I understand I will, if appointed, be liable to dismissal.
- (b) I confirm that all information given on this form is correct to the best of my knowledge, that all questions relating to me have been accurately and fully answered and that I am in possession of the certificates which I claim to hold.
- (c) I confirm that I accept the following conditions:
 - o Sotogrande International School (SIS) conforms to the regulations of CIS, AISH and NABSS with respect to employment practices and in particular will not under any circumstances be party to an appointment which violates an existing contract of employment;
 - o In completing these forms, a candidate waives any claim to review confidential material, including references, held by SIS;
 - o Candidates should be aware that there may be restrictions on certain nationalities for the issue of visas/work permits in Spain and, while SIS will do everything in its power to obtain a visa/work permit, this may be outwith our control.

Signature of Candidate:	Date:
Please return to: Mrs Olga Francis, recruitment@sis.gl	