

Kangakare

KangaKare Crèche & Montessori School
The Square,
Mount Oval Village,
Rochestown,
Co Cork

Application for employment - confidential

Post applied for:

A Personal details

1. Surname/forename:

2. Address:

Telephone number: Home: _____ Mobile: _____

Email address: _____

B Education

1. Please list schools and colleges attended including dates of attendance

From To

2. Please give details of examinations passed, and other qualifications (including part time) which may be relevant to this application

Subject Grade Date

C Employment history

1 Please state below particulars of present and previous employment. Begin with your present employer and work backwards. Indicate all periods of unemployment/travel

Full name address and telephone no. of employer	Type of work and duties	Start date	Finish date	Reasons for leaving
Tel:				
Tel:				
Tel:				
Tel:				
Tel:				

2 References

Please give the name and present address, telephone number, email (if available) and occupation of 3 persons (not relatives or friends) who have known you for at least 1 year and would be willing to supply a written reference. At least one should be from a previous employer.

(1)	(2)	(3)
Name: _____	Name: _____	Name: _____
Address: _____	Address: _____	Address: _____

Te: _____	Tel: _____	Tel: _____
Occupation: _____	Occupation: _____	Occupation: _____

Note 1 - Appointment will only be confirmed (1) on receipt of valid reference and (2) - proof of qualifications.

Note 2 - The company reserves the right to take references with previous employers. No contact, however, will be made with your present employer without your permission.

D General Information - to be completed by all applicants

1. (a) *Type of driving licence held

*(Note - the fact that you do not drive is no bar to your employment)

(b) Have you any convictions/endorsements for driving offences?
Yes No

If yes, please give details: _____

2 (a) Have you ever been convicted of (1) a criminal offence (2) - been 'bound over' or (3) subject to a 'Caution'? Yes No

OR: Are you the subject of any current or pending criminal investigation?

Yes No

G Supplementary information

(a) Please use the space provided below to add further information you may wish to give in support of your application including details of skills and experience you have gained through paid or voluntary employment and other activities which are relevant to your application for employment (e.g. educational, technical or other professional studies in progress, or planned for the future).

(b) Main hobbies and Interests

Additional information you may wish to include in our application

Note The employer reserves the right to only interview on the basis of information supplied by candidates who meet the criteria established for the post and/or as supplied to the candidate.

Warning Any employee found to have knowingly given false information, or to have willingly failed to disclose any relevant fact, will be dismissed

Declaration I declare that to the best of my knowledge and belief all information recorded in this application form is true.

Signed: _____ Date: _____