



Queen Elizabeth's School

Headmaster: John Marincowitz Ph.D. F.R.S.A.
Queen's Road Barnet Herts. EN5 4DQ
Tel: 020 8441 4646 Fax: 020 8440 7500
www.qebarnet.co.uk enquiries@qebarnet.co.uk

APPLICATION FOR EMPLOYMENT

POSITION APPLIED FOR:	
SURNAME:	
FIRST NAME:	
How did you hear about the vacancy?	

When completed, this form together with a covering letter, should be posted, faxed or emailed to:

Human Resources Officer
Queen Elizabeth's School
Queen's Road
Barnet
Hertfordshire EN5 4DQ

Email: recruitment@qebarnet.co.uk



ACADEMIC AND PROFESSIONAL QUALIFICATIONS

SCHOOLS AND COLLEGES

Name and Addresses of Schools / Colleges attended from age 11	From (Month/Year)	To (Month/Year)

QUALIFICATIONS

Examination (include GCSE / A Level / IB or equivalent)	Subject	Date	Grade

FURTHER EDUCATION

Name of University	Subject / Course	Date	Class of Degree

PROFESSIONAL /OTHER QUALIFICATIONS

Awarding Body/ Institution	Qualification	Date	Subject



TRAINING COURSES ATTENDED

Please provide details of any training courses undertaken for professional development.

Name of Provider	Name of Course	Date	Duration

MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS

Please state whether you are a member of any technical or professional associations, and if so, which

--

EMPLOYMENT HISTORY

Please provide a full employment history since completion of Secondary Education starting with your current /most recent employment. This should include all voluntary work, part time employment and full time employment. Explanation should be given for any periods not in employment. Please include current salary and scale point. Continue on separate sheet if necessary.

Name and Address of Employer	Position / Job Title and Duties	Reason for Leaving	From (Month/Year)	To (Month/Year)



PERSONAL INTERESTS

Please include interests, hobbies and sports.

Please include any interests and skills, together with any additional information which may support your application.

Do you have any family or close relationships to existing employees or Governors at Queen Elizabeth's?
Yes/No If yes please give details.

If you are offered, and accept a position at Queen Elizabeth's would you continue in any form of employment?
Yes/No If yes please give details.

HEALTH DECLARATION

Successful applicants will be required to complete a detailed medical questionnaire and may be required to attend a medical examination prior to being appointed. Please complete the following:

Number of days sickness absence in the last two years:	
Please state number of occasions in the last two years:	

RECRUITMENT POLICY

Under the requirements of the Children's Act, it is necessary for us to carry out a criminal background check with the Criminal Records Bureau. This check will only be carried out in the event of being offered a position. If you have any queries regarding this check please raise these during your interview.

It is Queen Elizabeth's policy to employ the best qualified personnel and not to discriminate against any person because of race, colour, national origin, sex, marital status or disability.

DECLARATION

I am aware that the post for which I am applying is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as spent, must be declared. I have not been disqualified from working with children, am not named on the DCSF List 99 or the Protection of Children Act list, am not subject to any sanctions imposed by a regulatory body (eg the General Teaching Council) and either (please delete as appropriate):

I have no convictions, cautions or bind-overs OR

I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked Confidential.

To meet our obligations under Data Protection Legislation all candidates accept that by signing their application form all or part of the information provided on this form may be used and processed by Queen Elizabeth's for recruitment and personnel administration and for equality monitoring. Such use will be subject to the provisions of the Data Protection Act 1998.

Signed:

Date:



EQUAL OPPORTUNITIES

Queen Elizabeth's believes in equality of opportunity regardless of gender, age, race, colour, nationality, ethnic origin, religion, disability or sexual orientation. To enable us to monitor this policy please complete this section of the application form. This is for monitoring purposes only and does not form part of the selection process.

Choose ONE section from A to E, and then tick the appropriate box to indicate your cultural background.

A. White

- White UK
- Irish
- White non-UK
- Any other White background
(please give details):

B. Mixed

- White & Black Caribbean
- White & Black African
- White & Asian
- Any other Mixed background
(please give details):

C. Asian or Asian British

- Indian
- Pakistani
- Bangladeshi
- Any other Asian background
(please give details):

D. Black or Black British

- Black Caribbean
- Black African
- Any other Black background
(please give details):

E. Chinese or other ethnic group

- Chinese
- Vietnamese
- Any other ethnic background
(please give details):

F. I do not wish to provide this information

GENDER

Please tick the appropriate section

- Male Female

DISABILITY

Disability is defined as "physical or mental impairment, which has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities".

Do you consider yourself disabled? Yes No

If yes, please give details: