

Te Totara Primary School

Application for Teaching Positions



Positions Available starting in Term 1, 2022

Position Type:

Year 1-2 Permanent Position	x 1 available
Year 3-6 Permanent Position	x 1 available
Year 1-2 Fixed Term Position	x 1 available due to parental leave
Year 3-6 Fixed Term Position	up to 4 available due to roll growth and parental leave

What needs to be completed?

Please provide the following:

- A Letter of Application addressing the Criteria for Appointment (below)
- Completed Application Form
- An up-to-date Curriculum Vitae
- A stamped self-addressed envelope (*if you wish for your C.V. to be returned*)

Applications can be dropped off at the School Office (31 Hector Drive, Rototuna), posted to the below address or emailed to: receptionist@tetotara.school.nz

*The Administration Manager
Te Totara Primary School
PO Box 28134
Rototuna
Hamilton 3256*

Timeline:

Thursday 2nd September, 2021	12:30pm Applications Close
Monday 6th September, 2021	Shortlisted applicants only will be advised by email/phone and invited for an interview
Thursday 9th & Friday 10th Sept, 2021	Interviews held

Criteria for Appointment

- High quality positive relationships with students, whanau and colleagues
- Ability to demonstrate a commitment to Te Tiriti o Waitangi partnership in your learning environment
- Effective Curriculum practice
- Ability to contribute in a collaborative manner within a teaching team.
- Ability to accelerate student's achievement in Literacy and Mathematics for priority students

Application Form

Title and Surname/Family Name	First Names (in full)

Position starting Term 1, 2022	Please tick <input checked="" type="checkbox"/> which position/s you are applying for
Year 1-2 Permanent Position	
Year 3-6 Permanent Position	
Years 1-2 Fixed Term Parental Leave Position	
Years 3-6 Fixed Term Position Parental Leave Position	
Years 3-6 Fixed Term Roll Growth Position	

Full Postal Address	Email address
Mobile	Private: <input type="checkbox"/> Work <input type="checkbox"/>

<p>Teacher Registration Status, number and expiry date: (Please note we can only employ NZ Registered Teachers)</p>

<p>Educational Qualifications:</p> <p>Please state your last secondary level qualification:</p> <p>Please state your tertiary level qualification/s:</p> <p>Please state any other qualifications that relate to the position:</p>

Declaration

Please <u>CIRCLE</u> the appropriate box:		
Are you a New Zealand Citizen?	Yes	No
If not, do you have NZ Resident status and/or a current Work Permit?	Yes	No
Have you ever had a criminal conviction? <i>(convictions that fall under the clean slate scheme do not have to be disclosed)</i>	Yes	No
If "Yes" please detail:		
Have you ever received a Police Diversion for an offence?	Yes	No
If "Yes" please detail:		
Have you been convicted of a driving offence which resulted in temporary or permanent loss of your Drivers Licence, or imprisonment?	Yes	No
If "Yes" please detail:		
Are you awaiting sentencing/currently have charges pending?	Yes	No
If "Yes" please state the nature of the conviction/cases pending:		
In addition to other information provided, are there any other factors that we should know to assess your suitability for appointment and ability to do the job?	Yes	No
If "Yes", please elaborate:		
Have you had any injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome, stress or repetitive strain injuries, which the tasks of this job may aggravate or contribute to?	Yes	No
If "Yes", please detail:		
Do you have a current New Zealand Driver's Licence?	Yes	No

Employment History

Please outline your most recent employment history, beginning with current or latest employment.

Period Worked	Employer's Name	Position Held	Reason for Leaving

Referees

Please provide the names of **three** people who could act as referees for you. At least one of these should be able to attest to your work performance. If you have included written references from people other than those recorded below, please note that we may contact the writers of these references.

Name	Address	Telephone	Relationship (e.g. employer/principal)

I certify that the information I have supplied in this application is true and correct. I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to be dismissed. I confirm in terms of the Privacy Act 1993 that I have authorised access to referees.

Authority to approach other referees: I authorise the Board, or nominated representative, to approach persons or the Teachers Council, other than the referees whose names I have supplied, to gather information related to my suitability for appointment to the position.

Signature _____

Date _____