



Myanmar International School Yangon (Mandalay Campus)

Application form

Myanmar International School of Yangon (MISY) is committed to safeguarding; promoting the health, wellbeing and safety of our students.
We expect all staff and visitors to share this commitment.

* These sections must be completed on this application form

VACANCY INFORMATION	
Application for the post of:	
What date are you available to begin a new post?	
Where did you first hear about this job?	
EQUAL OPPORTUNITIES STATEMENT	
Myanmar International School Yangon welcomes applications for all posts from appropriately qualified persons regardless of nationality, age, disability, gender, ethnicity, marital status, sexual orientation, race, religion or belief.	
CHILD PROTECTION STATEMENT	
Successful appointments will be subject to satisfactory references and verification of qualifications. The Myanmar International School of Yangon is committed to safeguarding the welfare of children, and applicants must be willing to undergo child protection screening including checks with previous employers and national/international disclosure services.	
CRIMINAL CONVICTIONS STATEMENT	
<i>I confirm that I have not been convicted of any criminal offences or been involved in any disciplinary proceedings that have led to me being barred from working with school aged children.</i>	
SIGN AND DATE*	
Name (please print):	
Sign:	
Date:	

1. Instructions

- Please complete all sections of this form using black ink or type.
- The sections of this application form that include your personal details and equalities monitoring information will be detached prior to shortlisting. This is to ensure that your application is dealt with objectively.
- Applications will only be accepted if they are completed in full.
- CVs may be submitted in addition to the completed application form.

2. Personal Details

PERSONAL DETAILS*		
First name		
Surname		
Preferred title		
Previous surnames*		
If you prefer to be called by a name other than the one listed above, please specify		
CONTACT DETAILS*		
Address		
Postcode		
Home phone		
Mobile phone		
Email address		
DISABILITY AND ACCESSIBILITY		
<p>MISY has committed to ensuring that applicants with disabilities or impairments receive equal opportunities and treatment. If you have a disability or impairment, and would like us to make adjustments or arrangements to assist if you are called for an interview, please state the arrangements you require:</p>		

RELATIONSHIP TO THE SCHOOL*

Please list any personal relationships that exist between you and any of the following members of the school community:

- Staff
- Students
- The Board of Directors

If you have a relationship with a member of the Board of Directors or employee, this does not necessarily prevent them from acting as a referee for you.

Name	Relationship	Role at School

3. Employment History (only complete if this information is not available on a submitted CV)

CURRENT EMPLOYMENT DETAILS*						
Job title	Employer details (name, address, email and/or telephone)	Dates employed	Age range taught	Permanent or temporary	Part-time or full-time	Salary (Inc. allowances)

PREVIOUS EMPLOYMENT			
Please provide details of all previous employment. List the most recent employment first.			
Job title	Contact details	Dates employed	Reason for leaving

4. Education and training (only complete if this information is not available on a submitted CV)

EDUCATION AND QUALIFICATIONS

Please provide details of your education from secondary/High school onwards. You'll be required to produce evidence of qualifications.

Dates attended (mm/yy)	Name and location of school/college/university	Qualifications gained

TRAINING AND PROFESSIONAL DEVELOPMENT

Please give details of training or professional development courses undertaken that are relevant to your application.

Course dates	Length of course	Course title	Qualification obtained	Course provider

TEACHER STATUS*

Teacher reference number (if applicable)

Date of qualification as a teacher

Are you subject to a teacher prohibition order or have you ever been barred from teaching?

ADDITIONAL INFORMATION

Please provide any additional information relevant to this application. You may wish to discuss additional skills or relevant special interests.

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5. Letter of application

Please attach an accompanying letter explaining why you're applying for this post and how your experience, training and personal qualities match the requirements of the role as set out in the job description and person specification.

Please include your surname and the title of the post you're applying for as the file name for the attachment.

6. References*

Please give the names of three people who are able to comment on your suitability for this post. One must be your current or last employer. If you've not previously been employed, please provide details of another suitable referee.

The school reserves the right to seek any additional references we deem appropriate.

Please let your referees know that you've listed them as a referee, and to expect a request for a reference should you be shortlisted.

Name (most recent employer)	
Relationship to you	
Contact details	
Email address	
Is this your current employer?	

Name	
Relationship to you	
Contact details	
Email address	
Is this your current employer?	

Name	
Relationship to you	
Contact details	
Email address	
Is this your current employer?	

If any of your referees knows you by a different name, please state:

If you don't wish us to contact your referees without your prior agreement, please tick this box