

Application Form

Application Form

Please complete all sections of the application form

Role applied for / Position

Section 1: Personal Details

Name

Gender (male/ female)

Date of birth (dd/mm/yyyy)

Citizenship Card No.

Contact address

Phone number

Email address

Language proficiency

Reading

Writing

Speaking

1.

2.

3.

Section 2: Education and Qualifications

School

Qualification

Grade

Date

University/ College

Qualification

Grade

Date

Details of scholarships, awards/ honors (if any)			
Details of research work/ publications (if any)			
Details of seminars/ courses/ certification programs/ professional development programs (if any)	Date	Description	
Attended			
Delivered			
Developed			

Section 3: Work Experience

Employment date (from mm/yyyy to mm/yyyy)	Employer name & location	Brief Responsibilities	Reason for leaving
Age range of students with which you have actually worked, (if applicable)			

At the Academy all professionals are expected to take on multiple roles and responsibilities. Please list down any additional areas in which you can support teaching and learning of students (if any).

Area	Description of area	Prior Experience in the area (if applicable)

Section 4: References (two references for this position)

- Please give the name, address and telephone number of three contactable referees one of whom should be your most recent employer
- References will not be accepted from relatives or from people writing solely in the capacity of friends

	Reference 1	Reference 2	Reference 3
Name			
Address			
Phone number			
Email address			
Occupation			
Capacity known			
Can this referee be contacted prior to an offer of employment? (Yes/ No)			

Section 5: Descriptive Questions

Why do you wish to join the Academy? How do you expect to contribute to the Academy? How do you expect the Academy to contribute to your growth? (Suggested length: 300 words)

Write about any past experiences that demonstrate your skills and abilities and would be relevant to the Academy (if any).
Suggested length: 300 words)

I certify that the information given by me in this application is true, complete and correct to the best of my knowledge and belief. I understand that a misrepresentation or omission made herein, or in any other document submitted to the Academy renders me liable to termination or dismissal.

Date	Place	Signature
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