**St. Joseph’s Secondary School, Newfoundwell, Drogheda, Co. Louth.**

**N.B. Please note that applications will only be considered if they are presented in the format outlined in this Word document.**

**CVs will NOT be accepted**

**Applications will only be accepted by email to the Principal Mr Paul Savage at: principal@droghedacbs.ie**

**Section 1. Personal details.**

**Which teaching position are you applying for:**

**Name:**

**Address:**

**Email address:**

**Contact phone numbers:**

**Teaching Council number:**

**Subjects qualified to teach as stated on your Teaching Council registration:**

**Section 2. Education history.**

**Please start with your most recent qualification obtained, the name of the college/university, the commencement and finishing date of each course and the qualification obtained.**

**Section 3. Relevant Employment history.**

**Please start with your most recent employment first. Please state the place of employment, the length of the employment and the subjects and levels taught.**

**Section 4: Additional relevant information.**

**Additional information:** **Is there any information, in addition to that provided above that you should give the school in the interests of making full and frank disclosure of everything that might have a bearing upon its evaluation of your candidacy for the position? Please include any extra information which is relevant to the job you are applying for.**

**Use bullet points and short phrases to refer to areas such as:**

**• Specific skills and competences relating to sport, music and other cultural activities etc.**

**• Personal Achievements.**

**• Involvement in community/voluntary activity.**

**Section 5: Referees.**

**Include at least 2 professional referees i.e. people who will vouch for your teaching competence and academic ability. Please include their contact mobile phone number.**

**PLEASE NOTE: all appointments are subject to satisfactory Garda Vetting and the terms of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012-2016. This position is subject to the approval of the DES and to the post not being required for the redeployment process.**