**RATHMORE GRAMMAR SCHOOL Ref. No.: PHYTECH 0922 / \_\_\_\_\_** (for office use only)

**APPLICATION FORM** Please complete in full in black ink or typescript.

All questions must be answered and the form must be signed.

A C.V. will not be accepted as a substitute for a fully completed application form.

APPLICATION FOR THE POST OF: **Physics Technician**

**(Permanent – Term-time plus 10 days)**

|  |
| --- |
| **Please ensure that you do not exceed the 300 word limit when specified.**  **In the interests of equality for all applicants if the word count limit is exceeded your application will not be considered.**  **You must note the word count at the conclusion of each response.**  **CV’s must not be included and will not be considered.** |

**PERSONAL DETAILS**

|  |  |  |
| --- | --- | --- |
| Title: |  | |
| Surname: |  | |
| Forename(s): |  | |
| Correspondence Address: |  | |
| Postcode: |  | |
| Home Telephone No: |  | |
| Mobile Telephone No: |  | |
| Email Address: |  | |
| Do you hold a current Full Driving Licence? Yes / No | |  |

**FULL-TIME AND PART-TIME EDUCATION / EXAMINATION RECORD**

Please state only the type of school attended (i.e. Grammar, Secondary, Technical)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Secondary Level  Type of School / College | Dates | | Subjects Studied | Examinations Taken.  eg GCSE / A level etc | Grades  Obtained |
| (attended from age 11) | From | To |  |  |  |
|  |  |  |  |  |  |

**EMPLOYMENT OR WORK EXPERIENCE**

Please give present or most recent employer first

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name and Address | Post Held, | Dates | | Annual | Reasons for Leaving |
| of Employer | Duties and Responsibilities | From | To | Salary |  |
|  |  |  |  |  |  |

**KEY INFORMATION IN SUPPORT OF YOUR APPLICATION**

|  |
| --- |
| Please demonstrate that you meet Essential Experience for the post:  A minimum of 5 GCSE’s A\*-C (one of which must be Physics or equivalent)  **or**  A minimum of 3 years’ experience in a paid capacity of working in a Physics related area |
| **(Maximum 300 words) Word count ( )** |
| Please demonstrate that you have Essential Knowledge required for the post:  Requirements of a Technician / Administrative processes and records / Health & Safety Regulations |
| **(Maximum 300 words) Word count ( )** |
| Please demonstrate that you have Essential Skills required for the post:  Organisational / I.T. / Communication skills |
| **(Maximum 300 words) Word count ( )** |
| Please demonstrate how you meet the other personal qualities and other requirements for the post and if you have any of the Desirable Criteria as listed on the Candidate Profile. |
| **(Maximum 300 words) Word count ( )** |

**REFERENCES**

|  |  |
| --- | --- |
| Please give details of two persons who have consented to give references, both of whom should be able to comment on your professional work. If you are currently or have recently been in employment one of your referees should be your employer or line manager.  ***N.B. References should not be submitted with this application.*** | |
| **Referee 1** | |
| Name |  |
| Occupation |  |
| Address  (including Postcode) |  |
| Telephone No |  |
| Email address |  |
| **Referee 2** | |
| Name |  |
| Occupation |  |
| Address  (including Postcode) |  |
| Telephone No |  |
| Email address |  |

**CRIMINAL RECORD DETAILS**

|  |
| --- |
| Please ensure you complete this section carefully.  This post is exempt from the provisions of the Rehabilitation of Offenders Order (NI) 1979 which means you are not entitled to withhold information about convictions. It is important to note therefore that all bind overs, cautions or convictions **must** be declared **including those otherwise considered as ‘spent’**. This includes **driving offences** and **absolute discharges.**  The fact that a person has a criminal record does not automatically render him or her unsuitable for the post.  A candidate found to have failed to declare any of the above will be liable to disqualification or if appointed, to dismissal. Any information given will be used only in assessing a candidate’s suitability for the post.  Have you been convicted in a court of law of any criminal offence? (See note above) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  If your answer is “Yes” please give details, including nature of offences(s), sanction(s) and date(s). |
|  |

**CHILD PROTECTION**

This post is a ‘regulated position’ as defined under POCVA (NI) Order 2003.

|  |  |
| --- | --- |
| Is there any reason why you would not be suitable to work with children/young people in an educational setting?  If your answer is “Yes” please give details: | **Yes / No** |
|  | |

**DISABILITY DISCRIMINATION ACT 1998**

|  |  |
| --- | --- |
| Do you consider yourself to have a disability? | **Yes / No** |
| If yes, please provide details of any special arrangements in relation to communications or access that you may require if invited for interview. | |
|  | |

**MEDICAL HISTORY**

|  |
| --- |
| Please give dates and details of any serious illnesses, operations or disabilities or of any recurrent illnesses of a minor nature. |
|  |

**RELATIONSHIP TO A MEMBER OF THE BOARD OF GOVERNORS**

|  |
| --- |
| If you are aware that you are related to a member of the Board of Governors, please give the name(s) of the relative(s) and the relationship to you: |

**DECLARATION**

|  |
| --- |
| a) The foregoing particulars are complete and correct to the best of my knowledge and belief.  b) I have not canvassed any member of the Board of Governors or sought anyone to canvass on my behalf.  A candidate found to have knowingly given false information, or to have suppressed any material fact, will be liable to disqualification or, if appointed, to dismissal. |
| **Candidate Signature**: |
| **Date**: |

|  |
| --- |
| **CLOSING DATE FOR APPLICATIONS: 4.00 pm** on **Wednesday 28 September 2022**  Applications submitted by email will not be accepted.  **Completed applications should be returned to the Principal’s P.A.:**  Lisa McAllister  Rathmore Grammar School  Kingsway  Finaghy  Belfast  BT10 0LF |

**Rathmore Grammar School is committed to appointing the best person for the job, irrespective of religious belief, gender or disability.**