



**SECTION C: TERTIARY EDUCATION**

- (1) Please list your education history starting from your highest qualification.
- (2) Please attach a copy of your transcripts if available immediately, otherwise please bring along your transcripts when you come for the interview.

<b>From(mm/yy) to (mm/yy)</b>	<b>Qualification Obtained</b>	<b>University / College</b>	<b>Major Field of Study</b>

**SECTION D: EMPLOYMENT HISTORY** *(Please list most recent first, if required, please insert additional sheets as attachment.)*

<b>From(mm/yy) to (mm/yy)</b>	<b>Employer</b>	<b>Position Held</b>	<b>Main Tasks Performed</b>	<b>Remuneration</b>

**SECTION E: INFORMATION FOR ACADEMIC FACULTY (for teaching positions only)**

Please indicate the Subjects and Levels you prefer to teach.

	<b>Subject</b>	<b>Level</b>	<b>Years of teaching experience</b>
Option 1			
Option 2			
Option 3			

Familiarity with the following teaching aids/ICT tools *(please tick)*.

	<b>Very Familiar</b>	<b>Quite Familiar</b>	<b>Not Familiar</b>
Smart Boards			
Interactive Projector			
Power Point			
Web-based learning			

**SECTION F : INFORMATION FOR CO-CURRICULAR ACTIVITIES**

Please indicate the co-curricular activities you prefer to handle.

Co-curricular Activities		
Clubs & Societies	1 .	2 .
Sports & Games	1 .	2 .
Uniform Unit	1 .	2 .

**SECTION G : LANGUAGE PROFICIENCY**

	Very Fluent		Quite Fluent		Not Fluent	
	Spoken	Written	Spoken	Written	Spoken	Written
English						
Malay Language						
Mandarin						
Other Languages :						

**SECTION H : OTHER SKILLS**

List the competencies such as computer skills, training skills, writing skills, counselling skills. Evidence of competencies (list the software or activities performed).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**SECTION I :**

In less than 150 words, please describe how you can add value to this organisation.  
(This section must be completed before the interview.)

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How did you hear about us?

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Do you know anyone in the school?

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

**SECTION J : OTHER INFORMATION**

Please give brief details of any illness or disabilities, if any.

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Have you been convicted in any court of law? If so, please provide details.

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**SECTION K: MEDICAL REPORT**

You will be required to submit a medical report from a registered doctor to certify that you are fit for work, if your job application is successful.

**SECTION L: REFERENCES**

Please provide 2 referees with relevant details.

1. Name : \_\_\_\_\_ Position: \_\_\_\_\_

Contact Number : \_\_\_\_\_ Email: \_\_\_\_\_

2. Name : \_\_\_\_\_ Position: \_\_\_\_\_

Contact Number : \_\_\_\_\_ Email: \_\_\_\_\_

**DECLARATION**

I declare that the information I have provided in this application form is correct and complete. I fully understand that particulars which are subsequently found to be untrue or have been deliberately withheld will render disqualification of my application and if appointed, constitute sufficient grounds for termination of my service with the organisation without prior notice.

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Signature of Applicant

Name: ..... Date: .....