

FOR OFFICIAL
USE ONLY

Date Received:

Time:

CO. CLARE VOCATIONAL EDUCATION COMMITTEE
Coiste Oideachais Ghairme Beatha Chontae an Chlair



APPLICATION FOR POST OF

DEPUTY PRINCIPAL

Ref. No. 03/12

ENNIS COMMUNITY COLLEGE

Please complete in **BLACK**

PART A: PERSONAL and PROFESSIONAL

A 1. PERSONAL

1.1 Full Name: _____

1.2 Full Address: _____

1.3 Tel. (H) _____ Mobile: _____

1.4 E-Mail: _____

1.5 Present position and where employed: _____

1.6 Primary Education: School: _____ Years: _____

1.7 Secondary Education: School: _____ Years: _____

A 2. QUALIFICATIONS

2.1 (a) Degree/s Pass Hons

_____ Institution _____ Year of Graduation _____

Degree Subjects _____

Diploma(s) _____

Type of Diploma (e.g. H.D.E. etc.) _____

Pass Hons

Institution _____ Year of Award _____

2.2 OTHER THIRD LEVEL QUALIFICATIONS

Qualifications _____ Institution _____

 Pass Hons

Year of Entry _____ Year of Qualifying _____

2.3 QUALIFICATIONS IN IRISH (with dates) _____

2.4 TEACHING COUNCIL OF IRELAND REGISTRATION NUMBER

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A.3 PROFESSIONAL EXPERIENCE**3.1 TEACHING EXPERIENCE:**

<i>FROM</i>	<i>TO</i>	<i>POSITION</i>	<i>SCHOOL / OTHER INSTITUTION</i>

3.2 OTHER RELEVANT EXPERIENCE:

<i>FROM</i>	<i>TO</i>	<i>POSITION</i>	<i>INSTITUTION</i>

PART E: ADDITIONAL INFORMATION

Please supply any further relevant additional information (optional)

PART F: REFEREES

**(PLEASE SUPPLY THE NAMES AND ADDRESSES OF TWO REFEREES
(who may be contacted without further contact with you))**

i) Name _____

Occupation _____

Address _____

Tel. No. (Mobile): _____ (Home): _____

E-Mail _____

ii) Name _____

Occupation _____

Address _____

Tel. No. (Mobile): _____ (Home): _____

E-Mail: _____

PART G: IMPORTANT NOTES AND CANDIDATES DECLARATION

I acknowledge the following:

- (a) **FOUR COPIES** of completed Application Form (including original) should be returned to:
The Human Resources Dept., Co. Clare V.E.C., Station Road, Ennis, Co. Clare.

The closing date for receipt of Application Form is **not later than 12 noon on February 7th 2012.**

- (b) The VEC will nominate a date and time which cannot be altered for interview purposes.
- (c) The VEC will not be acknowledging receipt of completed application forms, but will notify each applicant of the success or not of their application, following interviews.
- (d) This post will be filled in accordance with DES guidelines and relevant Circular Letters.
- (e) Garda Vetting will apply to the successful applicants for the posts.
- (f) This form may also be downloaded from www.clarevec.ie
- (g) **I HAVE ENCLOSED THE FOLLOWING:**

- ✓ Four copies of Application Form (including original)
- ✓ Names, Addresses and Telephone Numbers of Two Referees

DECLARATION

I certify to Co. Clare VEC that the information provided herewith is true and correct.

Signature of Applicant:

Date:

Please Note: Candidates should be aware that interviews may take place shortly after the closing date

Co. Clare VEC is an equal opportunity employer
Garda Vetting will apply
Canvassing will disqualify

Applications are not accepted by Fax or E-Mail