



### Personal Details

	Surname	First Names	Preferred Name
Name	_____		
	Street & Number	Suburb	City & Postcode
Address	_____		
	Work Ph:	Mobile Ph:	Home Ph:
Phone	_____		
	_____		
Email	_____		

### Position: Associate Principal 6MUs (Permanent)

Are you a New Zealand Citizen?	Yes	No
Are you a New Zealand Resident?	Yes	No
Are you currently employed?	Yes	No
Current or most recent employer:		
School	_____	
Position	_____	
Do you give permission for the Appointment Committee to contact your current employer?	Yes	No

### Other Details

Do you have NZ Teacher Registration?	Yes	No	
Teacher Registration Number:			
Practicing Certificate Expiry Date:	Provisional	Fully Registered	
Do you hold a NZ Drivers Licence?	Yes	No	
Class of Licence	Learner	Restricted	Full
Own car?	Yes	No	

### Fitness or suitability for employment:

Do you have any health condition or disability that may affect:

1. Your ability to undertake the requirement of the position(s) for which you are applying or	Yes	No
Any medical condition caused by gradual process, disease or infection that may be aggravated, or further contributed to, by the task(s) or the position(s) for which you are applying?	Yes	No

If yes please give details

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Do you currently have or have you previously had any symptoms of back injury, or of occupational overuse syndrome (OOS) such as aches, pains, strains, numbness, tingling or burning sensations when performing any activities that may have an impact on your ability to perform the position(s) for which you are applying?

Yes No

If yes please give details

Do you have any illness or infectious disease which could create a risk to others in the vicinity of the workplace, or which could be aggravated by the working environment?

Yes No

If yes please give details

As you are being considered for a position requiring a high level of trust and confidence, have you been convicted of any offence against the law (apart from minor traffic convictions) or do you have any criminal charges pending or do you know of any other reason you should not be employed to work in a school/educational environment.

Note: Under the Clean Slate act you do not need to disclose certain convictions if you have not been convicted of an offence in the last seven years. You can find out more about what you must disclose on <http://www.justice.govt.nz/pubs/other/2004/clean-slate/english-clean-slate.pdf>

If yes, please provide details.

Yes No

### Further Information

The following question is designed to provide additional information to the Board of Trustees and to assist with consideration of your application.

#### Leadership experience

Outline relevant experience(s) that highlight aspects of your educational leadership. Specifically at a senior leadership level.

#### Problem Solving

How have your personal qualities and attributes influenced your approach to problem solving and through examples, provide evidence of your approach to problem solving?

### Staff management

Summarise your management experience, including management of resources, projects, and assisting with the motivation and encouragement of staff to improve the quality of teaching and learning.

### Associate Principal Role

Describe what you believe are the fundamental leadership qualities of an Associate Principal.

## Relationship Management

Provide examples of how you have established and maintained effective communication processes with staff, and between staff and members of the senior management team.

## Referees

Please enter details of work related referees who may be contacted prior to short listing.

Referee:	_____	Referee:	_____
Position:	_____	Position:	_____
Organisation:	_____	Organisation:	_____
Phone:	_____	Phone:	_____
Email:	_____	Email:	_____
Relationship:	_____	Relationship:	_____

Referee: \_\_\_\_\_  
Position: \_\_\_\_\_  
Organisation: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_

## Declaration & Authorisation

I declare that the information supplied by me is given voluntarily and is true, accurate and complete in all respects. I acknowledge that I will not hold the Appointments Committee responsible for any omission or mis-statements that I have made in the information provided.

I understand that all information provided about me to you, including my application form, CV, references and any assessments will be held by the Appointments Committee to be used for the purpose of evaluating my qualifications, experience and suitability for employment as Associate Principal.

I understand that if I withhold relevant information or supply false or misleading information about myself, my application may not be further considered. I also understand that my employment may be terminated if, after investigation, my employer discovers that any information which I have provided is false or misleading.

I understand that I am entitled to have access to relevant information retained by the Appointments Committee (except for any exemption provided under the Privacy Act 1993 such as evaluative material) and to request correction of the information and/or request that there be attached to the information a statement relating to the fact that I have requested a correction.

I consent to the Appointment Committee personnel making such enquiries with such organisations including but not limited to inquiries with all former employers, Education Council, and such other bodies or organisations which might hold information relevant to my employment, my suitability to manage and any other information that my prospective employer deems necessary to obtain.

Applicants Signature

Date:

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Please complete this form and attach your CV and Cover Letter, and return to:

Appointments Committee

PO Box 116

Rolleston 7643

or email: [vacancies@clearview.school.nz](mailto:vacancies@clearview.school.nz)

Rob Rush

Principal

Clearview Primary