**Personal Details**

Once completed, this form should be emailed to jobs@lse.uk.net along with a copy of your CV.

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| **Application for the role of:** |  |
| **Where did you hear about this role?** |  |
| **First Name** |  | **Surname** |  |
| **Nationality** |  | **DOB (dd/mm/yy)** |  |
| **Email** |  | **Landline** |  |
| **Mobile (UK\*)** |  | **Skype ID\*\*** |  |
| **Present Address** |  | **Permanent Address** (if different from present address) |   |
| **Current Location** |  | **Dates available** **(from - to)** |  |
| **Days/Hours available**  |  |
| **Do you have a current DBS?** **If yes, please note the certificate date here:** | **Yes / No**\_\_\_\_\_(D)/ \_\_\_\_\_(M)/ \_\_\_\_\_\_\_\_\_\_(Y) |
| **Are you registered on the update service?****If yes, please provide reference number:** **Do you give your permission for us to check your details on the update service?** | **Yes / No****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Yes / No** |
| **If no, please sign here to confirm you are happy for us to apply for one on your behalf.** | **Signed:** |
| **Date:** |
| **Have you ever been convicted of a criminal offence or received a caution, reprimand or warning?** |  |

\*If you don’t have a UK mobile number please provide us with the mobile number for the country in which you are currently living.

\*\* If you are not living locally, please provide us with your Skype username.

**Qualifications**

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| Please note that if you are applying for a teaching post with us you must have a **degree** and a **Trinity CertTESOL** or a **CELTA**. Add more lines if necessary. |

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| **Qualification** | **Awarding Body** | **Date of Completion** | **Result/Grade** |
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**Experience**

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| Note your **last three** positions only please. Add more lines if necessary. |

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| **School/Company** | **Dates (from-to)** | **Role/Duties** | **Reason for Leaving** |
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**Teaching Experience (Please leave blank if not applicable to position)**

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| **Specialisms taught** | **Length of experience (weeks/months/years)** |
| General English |  |
| IELTS |  |
| Cambridge FCE/CAE |  |
| Business English |  |
| CLIL |  |
| Do you have QTS (Qualified Teacher Status)?  | Yes / No |

**References**

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| Please provide details of **two** referees. Referees will only be contacted after your interview takes place. All offers are made subject to satisfactory references. |
| **Reference 1**  |
| This should be your ***current/most recent***employer |
| **Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Job** **Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Name of Company/School:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Company/School Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Work Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Work Telephone Number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Reference 2** |
| **Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Job** **Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Name of Company/School:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Company/School Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Work Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Work Telephone Number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Statement of suitability to work with minors**

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| During the course, LSE staff may be required to work closely with young learners under the age of 18. I confirm that there is no reason why I should not have contact with students of this age. |
| **Signed:** |  | **Date:** |  |

**Personal Statement**

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| **Using the relevant job description and person specification, please tell us why you think you would be suitable for this post. Please include any extra relevant information to your application, especially any extracurricular skills you may have, e.g. art, drama, music, IT, sport. Further to this we would ask you to outline your willingness to teach on any of our summer schools should the opportunity arise.** |
|  |

**Continuous Personal Development**

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| **We would also ask you to outline previous CPD you have received and found beneficial, or any further professional development you have engaged in of your own accord. In addition to this please tell us about any further CPD you would be interested in undertaking.**  |
|  |