



66a Woolwich Road  
Woolwich NSW 2110  
Tel: 9816 2041  
Email: [info@mscw.catholic.edu.au](mailto:info@mscw.catholic.edu.au)  
Website: [www.mscw.nsw.edu.au](http://www.mscw.nsw.edu.au)

## EMPLOYMENT APPLICATION FORM FOR SUPPORT STAFF

Please return your completed form along with your curriculum vitae to The Principal at [narelle.camroux@syd.catholic.edu.au](mailto:narelle.camroux@syd.catholic.edu.au). Your curriculum vitae should include details of your achievements and experience of working in schools.

<b>Application for the position of</b>
Date of application

### PERSONAL DETAILS

Surname		Title [Mr Mrs Ms Miss Dr]	
Given names		Preferred first name	
Residential address			
Suburb		Postcode	
Residential phone		Business phone	
Mobile		Email address	
Date of birth	Day	Month	Year
Country of birth		Nationality*	
Marital status		Religion	

(\*Only residents of Australia need apply)

### SECONDARY EDUCATION

Highest qualification	
School	Year completed

### TERTIARY EDUCATION

Institution	Years attended	Award conferred	Date conferred

Please attach certified true copies of official academic records

### OTHER TRAINING / QUALIFICATIONS

Institution	Years attended	Qualification conferred	Date conferred

Please attach certified true copies of official academic records

### OTHER EMPLOYMENT

Institution	Occupation	Dates

**PROFESSIONAL ASSOCIATIONS OF WHICH YOU ARE A MEMBER**

Institution	Dates

**NOMINATED PROFESSIONAL REFEREES (three referees required)**

Name	Organisation and Position	Telephone number

**DECLARATION:** I certify that the information on this form is complete and correct in every detail and I understand that deliberate inaccuracies or omissions may result in non-acceptance of this application and/or termination of employment. To the best of my knowledge there is nothing about my health which would prevent me carrying out the full range of duties of a teacher, including student supervision and co-curricular duties.

Signature	Date
-----------	------

**Applications for employment at Marist Sisters' College, Woolwich should include:**

- Letter of Application
- Employment Application Form
- Curriculum Vitae
- Professional qualifications and / or certificates (certified copies only)

**and be forwarded by the nominated date to:**

Dr Anne Ireland  
Principal

C/- Mrs Narelle Camroux  
Personal Assistant to the Principal  
narelle.camroux@syd.catholic.edu.au

**PRIVACY INFORMATION**

- In applying for this position, you will be providing Marist Sisters' College, Woolwich with personal information.
- If you provide us with personal information, for example your name and address or information contained in your curriculum vitae, we will collect the information in order to assess your application.
- You may seek access to your personal information that we hold if you are unsuccessful for the position. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
- We will not disclose this information to a third party without your consent.
- Where you have provided us with the personal information of others, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish and that the College does not usually disclose the information to third parties.
- Your application will be securely stored by Marist Sisters' College for three months.