# 

**PLEASE**

**INSERT PHOTOGRAPH**

**The International School of Azerbaijan**

**Application Form**

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|  |  |
| --- | --- |
| Position Applied For |  |

|  |  |
| --- | --- |
| Section 1 - Personal Details | |
| First Name |  |
| Surname |  |
| Patronymic |  |
| Gender |  |
| Date of Birth |  |
| Citizenship |  |
| Address |  |
| Telephone Numbers  (at least two) |  |
| E-mail |  |

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| --- | --- | --- | --- | --- |
| Section 2 – Employment (please list most recent first) | | | | |
| Position |  | | | |
| Full Name of Organisation |  | | | |
| Address |  | | | |
| From (month/year)  To (month/year) |  | | | |
| Name and Contact details (phone #, email address) of immediate supervisor |  | | | |
| Short Job Description |  | | | |
| Position |  | | | |
| Full Name of Organisation |  | | | |
| Address |  | | | |
| From (month/year)  To (month/year) |  | | | |
| Name and Contact details (phone #, email address) of immediate supervisor |  | | | |
| Short Job Description |  | | | |
|  | | | | |
| Position |  | | | |
| Full Name of Organisation |  | | | |
| Address |  | | | |
| From (month/year)  To (month/year) |  | | | |
| Name and Contact details (phone #, email address) of immediate supervisor |  | | | |
| Short Job Description |  | | | |
|  | | | | |
| Continue if necessary | | | | |
|  | | | | |
|  | | | | |
| Section 3 - Education and Training (If you are a student, indicate year of study) | | | |
|  | | | |
| Name of School, College, University or Institute | | Date of Qualifying | Qualifications and/or Certificates  (including subjects & grades) |
|  | |  |  |
|  | |  |  |
|  | |  |  |
| Continue here if necessary | | | |

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| --- |
| Section 4 - References |

|  |  |
| --- | --- |
| Current/Most Recent Employer | |
| Name |  |
| Job Title |  |
| Telephone Number |  |
| E-mail |  |

|  |  |
| --- | --- |
| Additional Referee | |
| Name |  |
| Job Title |  |
| Telephone Number |  |
| E-mail |  |

|  |  |
| --- | --- |
| Additional Referee | |
| Name |  |
| Job Title |  |
| Telephone Number |  |
| E-mail |  |

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| Section 5 – Letter of Intent |
| Please explain the reasons for your interest in the position, describe your skills, abilities and experiences relevant for the position |
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| --- | --- |
| Section 6 - Declaration | |
| I hereby:   1. Declare that the information provided in this application form is correct to the best of my knowledge and belief. I understand that any false statements on this form will justify withdrawal of an offer of appointment or my dismissal. 2. Agree that the information I give in connection with this application for employment may be stored and processed for the purposes stated above. 3. Attest that I have never been arrested, prosecuted, convicted or have any outstanding criminal matters or investigations. 4. Consent to undergo a criminal background check as part of employment offer. 5. Agree to my previous employers being consulted regarding my sickness and disciplinary records and give my consent for my previous employers to disclose this information.   *Please note that you will be requested to submit copies of your citizenship ID, military ID (male applicants only), university transcript/curriculum, student ID or diploma (if applicable) at a later stage.* | |
| Signature |  |
| Date: |  |