

APPLICATION FORM
1. Personal Information

Please provide the following data for us to process your application and maintain contact with you.

Full Name	
Title	
Post applied for	
Date advertised	
Male / Female	
Mobile Number and country code	
Email address	
Skype address	
Nationality (on passport)	
Religion	
Current Residential Address	
Earliest date you could start at HIS	
Country of Residence	
Closest international airport to home town in home country	
Date of Birth	
First Language	
Other Languages spoken	
Single / Married	
Name of Spouse	
Spouse's profession	
Would your spouse also live in Dubai	
Names and ages of children	
Will the children attend HIS	
Other dependants	
Subject specialism	
Your Mother's Name	
Your Father's Name	
Do any of your family also work for Sobha Group	

2. Qualifications

Please list all degrees and teaching qualifications (e.g. PGCE / QTS / BEd / Masters etc) and other relevant qualifications below:

Qualification (highest first)	Result / Standard	Date Attained	University / College / Organisation and Country

3. Work Experience

Please list your three most recent positions below:

Company Name and Address (including Country)	Position	Start and End Date	No of Years

4. Referees

It is customary to contact your current employer for a reference. Please supply the names and contact details for three further professional referees. We will only contact your referees with your permission. Please indicate against each referee if you agree to us contacting them in the first instance.

Referee (Current Principal)	
Name of Referee:	
In what capacity do they know you?	
Job Title / Position / Designation:	
Email contact:	
Telephone contact:	
Postal Address:	
You may contact this referee	YES / NO

Referee	
Name of Referee:	
In what capacity do they know you?	
Job Title / Position / Designation:	
Email contact:	
Telephone contact:	
Postal Address:	
You may contact this referee	YES / NO

Referee	
Name of Referee:	
In what capacity do they know you?	
Job Title / Position / Designation:	
Email contact:	
Telephone contact:	
Postal Address:	
You may contact this referee	YES / NO

5. Confidential Information

Hartland International School requires all employees to undertake an enhanced DBS check prior to appointment. You are required therefore, to disclose any convictions, caution or binding over, including 'spent convictions'. Disclosure of a criminal record background will not necessarily debar you from employment – this will depend on the nature of the offence(s) and when they occurred. Non-disclosure may lead to termination of your employment.

Convictions or cautions (including spent convictions) - you are obliged to detail these below.	
I can confirm that I am not disqualified from working with children or subject to sanctions imposed by a regulatory body.	
Signed (typed signatures are acceptable)	
Date	

6. Declaration

In submitting this form to Hartland International School I declare that the information provided by me on this application form is correct to the best of my knowledge and belief.

I understand that if I give any information which is later found to be false, or I withhold any relevant information, this may lead to my application being rejected, or if already appointed, to termination of employment.	
By signing this form or typing your name you are confirming that you have read, understood and agreed to the above declaration.	
Signed (typed signatures are acceptable)	
Date	