

APPLICATION FOR EMPLOYMENT

INFORMATION

WHO SHOULD COMPLETE THIS FORM
 Only persons wishing to apply for an advertised position in the GCU Group, GCU Academy of Sciences, St Carlo Acutis School and its Academy of Humanity & Sciences Education and Training institutions.

INSTRUCTIONS

- This form requires basic information. Candidates who are selected for interviews will be requested to furnish additional certified information that may be required to make a final deselection.
- The applicant may submit additional information separately where the space provided is not sufficient.
- Administrators must accept certified documents that accompany the application(s) with certification that is up to 6 months, unless the advert prescribes a longer period.
- The applicant may submit additional information separately where the space provided is not sufficient.
- Departments must accept certified documents that accompany the application(s) with certification that is up to 6 months, unless the advert prescribes a longer period.
- If candidates fill this form electronically, please make sure you PDF the form when completed and sign after converting it to Pdf. Email it.
- Please highlight or tick to indicate your selection, e.g.

Yes	No
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- Please type additional information where space is not provided for you to write in.
- Each application for employment form must be duly signed and initialed by the applicant. Failure to sign this form may lead to disqualification of the application during the selection process.

A. THE ADVERTISED POST (All sections of this form are compulsory)

1. Position for which you are applying (as advertised)	2. Where did you see the advertisement for this position?
3. Reference number or Position Title (as stated in the advert)	4. If you are offered the position, when can you start OR how much notice must you serve with your current employer?

B. PERSONAL INFORMATION¹

1.Surname and Full names																				
2.Date of Birth	DD/MM/YY	3.Identity Number																		
		Or Passport ² number																		
4.Race ³	African	White	Coloured					Indian					Other							
5.Gender ³																Female	Male			
6.Are you SACE registered? If yes, what is your reg. number:																	Yes	No		
7.Are you a South African citizen?																	Yes	No		
If no, what is your nationality?																				
Do you have a valid work permit? (only if non-South African)																	Yes	No		
8.Have you been convicted or found guilty of a criminal offence (including an admission of guilt)? ⁵ If yes (provide the details)																	Yes	No		
9.Do you have any pending criminal case against you? If yes, (provide the details) ⁵																	Yes	No		
10.Have you ever been dismissed for misconduct from a school where you taught? ⁴ If yes (provide the details) ⁶																	Yes	No		
11.Do you have any pending disciplinary case against you? If yes, (provide the details)																	Yes	No		
12.Have you resigned from a recent job pending any disciplinary proceeding against you? ⁴																	Yes	No		
13.Please state the reasons why you should be considered for this position with GCU Academy of Sciences or its related institutions – the St Carlo Acutis School or GCU Academy of Humanity? Please state in light of the value your skills, competencies and experience will add to the institution.																				
14.What was your salary package (Cost to Company per annum) “																				
15.f your profession or occupation requires official registration, provide date and particulars of registration																	Date	Reg. No		

<p>PLEASE BE AS HONEST AS POSSIBLE TO ENSURE THE CORRECT APPOINTMENT.</p> <p><i>If it is later found that you misled the institution about your competencies or lied about your qualifications or previous experience and salary, you will be immediately dismissed.</i></p>	C. SUBJECTS TAUGHT				
	1.WHAT IS YOUR COMPETENCY IN TEACHING THE SUBJECTS THAT YOU TEACH? Highlight or tick the applicable. (It is important for you to continuously upgrade your teaching skills at your own expense)				
	Studied and Taught it	Studied it but not taught it	Heard about it and can learn	Willing to be trained	Not able
	2.WHAT EXPERIENCE, IF AT ALL, DO YOU HAVE IN TEACHING STEM/STEAM INTEGRATION INTO CAPS? (It is important for you to continuously upgrade your teaching skills at your own expense)				
	Studied and Taught it	Studied it but not taught it	Heard about it and can learn	Willing to be trained	Not able
3.WHAT IS YOUR GROSS SALARY EXPECTATION PER MONTH?				ZAR:	
4.WHAT COURSES IN YOUR DEGREE DID YOU PASS ABOVE 60%?. PLEASE STATE THE COURSE & % GRADE YOU OBTAINED. (This must match your certificate)	Course 1:	Course 2:	Course 3:	Course 4:	
5.WHAT SUBJECTS DO YOU TEACH BEST?	1.	2.	3.	4.	

D. SOUTH AFRICAN OFFICIAL LANGUAGE PROFICIENCY – state ‘good’, ‘fair’, or ‘poor’					
	Languages (specify)				
	English	Afrikaans	IsiZulu	SeTswana	IsiXhosa
1.Speak					
2.Write or read					

E. FORMAL QUALIFICATION⁷ (from highest to the lowest)		
Name of School/Technical College	Name of qualification obtained	Year obtained
Current study (institution and qualification):		

F. WORK EXPERIENCE (Also attach a detailed CV)⁶						
Employer (including current employer)	Post held	From		To		Reason for leaving
		MM	YY	MM	YY	

G. REFERENCES		
Name	Relationship to you	Tel. No. (office hours)

DECLARATION	
<i>I declare that all the information provided (including any attachments) is complete and correct to the best of my knowledge. I understand that any false information provided will result in my application being disqualified or disciplinary action taken against me if I am appointed:</i>	
Signature:	Date: