



APPLICATION FOR CASUAL RELIEF TEACHING POSITION

Please complete this application for Casual Relief Teaching and forward to:

- Darryl Craig, Head of Staff Keilor Campus: Darryl.craig@overnewton.vic.edu.au
- Janine Lokaj, Head of Staff Taylors Lakes Campus: Janene.lokaj@overnewton.vic.edu.au

PERSONAL DETAILS

Title		Given Name		Surname	
Address					
Telephone	Home	Mobile		Business	
Email					
Next of Kin					
Address					
Telephone	Home	Mobile		Business	
VIT Registration No				Expiry	

Teaching Responsibility

Year Level	Subject

Professional Record

- Please list tertiary qualifications
- Should your application proceed to interview stage, you are asked to bring to interview originals/certified copies of relevant documentation
- Attach an additional sheet if insufficient space

Qualification	Name of Institution	Major Study Discipline	Date Completed

Teaching Experience

From	To	F/T	P/T	School	Subject/Curriculum	Year Levels

Professional Referees			
Name			Position
Telephone	Home	Mobile	Business
Address			
Name			Position
Telephone	Home	Mobile	Business
Address			
Personal Referees			
Name			Position
Telephone	Home	Mobile	Business
Address			
<p>CONDITIONS OF EMPLOYMENT AT OVERNEWTON COLLEGE</p> <ul style="list-style-type: none"> All Education Support Staff will hold a current Working with Children Card. It is expected that all staff will support the Christian ethos of an Anglican school, be IT literate and will be involved in the co-curricular program as required. Overnewton College is an equal opportunity employer and enforces non-discrimination and safe working policies. All staff must be aware of and able to work within Occupational Health and Safety and Equal Employment Opportunity Legislation. The College's campuses are smoke free. Overnewton College has a zero tolerance for child abuse and is committed to providing child safety, children's wellbeing and protecting children from abuse. Ministerial order 870 requires Overnewton College to implement child safety standards and to accommodate and take the needs of all children (including but not limited to, Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities and children who are vulnerable) into account when creating a child safe environment. All staff must comply with Overnewton College's Child Safe policies and related policies and procedures and taking all reasonable steps to promote the safety of children. 			
<p>ADDITIONAL INFORMATION <i>(please attach the following items with your application)</i></p> <ul style="list-style-type: none"> A statement of your reasons for applying for the position Any other information in support of your application 			
<p>I declare that I do not have a criminal record and I have no outstanding allegations against me in relation to student welfare or safety. I certify that the information in this application is true, to the best of my knowledge. I understand that I have a duty to disclose sufficient information to enable a prospective employer to make a properly informed decision about my employment</p>			
<p>Overnewton Anglican Community College complies with the National Privacy regulations. Information about the College Privacy Policy will be sent to applicants.</p>			
SIGNATURE		DATE	
<ul style="list-style-type: none"> Please email completed form to: <ul style="list-style-type: none"> darryl.craig@overnernewton.vic.edu.au Keilor Campus Janene.lokaj@overnewton.vic.edu.au Taylors Lakes Campus Telephone: 9334 0000 			