



## **APPLICATION FOR TEACHING POSITION** **AT MANUKAU CHRISTIAN SCHOOL**

### **Applicant Information Required**

Applicants for a teaching position at MCS are asked to provide the information listed below:

**1. Personal Details:**

Please fill out the attached application form.  
Please include a recent photo.

**2. A Curriculum Vitae including:**

- Work experience – period employed, position, duties and reason/s for leaving
- Formal qualifications (and dates)
- Experience relevant to the position advertised
- Other relevant training
- Subject strengths
- Extra curricular school activities
- Personal interests including church, sporting and community activities
- Certified copies of University Degree(s), Teaching Diploma and any other formal qualifications.

**3. Personal Statement:**

A detailed personal statement about the qualities you bring to MCS.

**4. Referees:**

- Supply the names and contact details of two professional referees and two character referees.
- Indicate the working relationship between yourself and each referee.

**5. Submission of Applications:**

Please address applications to:

Principal

Manukau Christian School

77 Rogers Road, Manurewa, 2102

P O Box 75-623, Manurewa, 2243

Ph: (09) 269-1050

Email: [admin@manukachristian.school.nz](mailto:admin@manukachristian.school.nz)

**6. Statement of Faith**



## **APPLICATION FOR TEACHING POSITION** **AT MANUKAU CHRISTIAN SCHOOL**

**This form is to accompany your Curriculum Vitae**

The Trustboard is an EEO employer. The Board has also adopted the policy of only appointing teachers who are registered or eligible for registration to contract teaching positions.

***Position/s Applied For:*** \_\_\_\_\_

### ***Personal Details:***

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

Gender: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Marital Status: \_\_\_\_\_

Ages of Dependents: \_\_\_\_\_

### ***Church Affiliation:***

Denomination: \_\_\_\_\_

Church Attending: \_\_\_\_\_

Name of Minister: \_\_\_\_\_

Contact Details: \_\_\_\_\_

**Are you willing for the Principal to contact the minister of your church for a personal reference:**

**YES / NO**

**Training and Experience:**

Please tick any of the following for which you have special training, experience or interest:

- |                    |                  |                  |
|--------------------|------------------|------------------|
| Music              | Choir            | Art              |
| Physical Education | Debating         | Photography      |
| School Newspaper   | Orienteering     | Tramping         |
| Typing             | Electronics      | Computers        |
| Languages          | Student Guidance | Career guidance  |
| Church leadership  | Drama            | Public speaking  |
| Handicrafts        | Chess            | Youth leadership |
| Kapa Haka          | Cultural Group   | Sport            |

Other (Please comment): \_\_\_\_\_

**Tertiary Training:**

What degrees, diplomas or other professional qualifications do you hold?

Degree/Diploma etc	Name of Institution	Year Conferred

**What were your fields of study?**

Major fields: \_\_\_\_\_

Minor fields: \_\_\_\_\_

Please give details of courses completed: *(If necessary attach a list showing full details.)*

\_\_\_\_\_  
\_\_\_\_\_

<i>What subjects are you qualified to teach?</i>	<i>To what levels?</i>

**Most recent teaching positions:**

School	Position	Length of Service

**REFEREES:**

Name of Applicant: \_\_\_\_\_

**Professional Referees:**

1. Name: \_\_\_\_\_

Home phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

2. Name: \_\_\_\_\_

Home phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

**Character Referees:**

3. Name: \_\_\_\_\_

Home phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

4. Name: \_\_\_\_\_

Home phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

**Note:** I certify that the information given in this application is to the best of my knowledge correct. I understand that this may be verified.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_





## MANUKAU CHRISTIAN SCHOOL

### Declaration

The Trustboard has a policy to employ only the best available teachers to positions at Manukau Christian School. The board has a policy stating that only teachers registered with the New Zealand Registration Board will be appointed to full time contract teaching positions.

Have you ever been convicted of an offence against the law (apart from minor traffic) or otherwise know of any reason why you should not be employed to work in a school environment?

**YES / NO (circle one)**

If yes, please give details of offense, and other reasons together with any comments you wish to make.

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You may be asked to provide a copy of the relevant Court record(s) obtained from the Registrar of the Court. Failure to provide correct and true details of any conviction or reason for possible unsuitability will make you liable to dismissal from the employment of Christian Schools of Auckland Charitable Trust, should you be the successful applicant.

I am aware that this is a smoke-free school and agree to abide by this and other normal school policies and procedures if appointed. I agree to the Trustboard or its agents contacting any past employers, associates or professional colleagues in addition to the names supplied as referees. I declare that all the information given in this application and in my curriculum vitae is true and correct. I understand that this may be verified.

I have read and understand the statement of faith and should I be appointed to the position I will be able to be a role model of these tenets of faith.

I solemnly and sincerely declare that to the best of my knowledge and belief the information in this application is true and correct.

**Applicant's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# CHRISTIAN SCHOOLS OF AUCKLAND CHARITABLE TRUST

*Manukau Christian School*  
77 Rogers Road P O Box 75-623 Manurewa  
Tel: 269-1050 Fax: 269-1049  
Email: [admin@manukauchristian.school.nz](mailto:admin@manukauchristian.school.nz)  
Website: [www.manukauchristian.school.nz](http://www.manukauchristian.school.nz)

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## STATEMENT OF FAITH

- a) We believe in the Triune God, eternal in three persons, Father, Son and Holy Spirit, One God, the Creator of Heaven and Earth.
- b) We believe that the Holy Scriptures of the Old and New Testaments as originally given are the only inspired and infallible record of the revelation of God to man, and are the supreme authority in all matters of life and faith.
- c) We believe in the sovereignty of God in Creation, providence and redemption.
- d) We believe God's acts of creation, and not evolution, are responsible for the origin of all things, and that creation according to the Biblical record is an historical event.
- e) We believe gender is a function of God's created order and that there are only two genders: male and female, as determined by male and female chromosomes.
- f) Marriage is a mutually exclusive relationship between a man (genetically male) and a woman (genetically female).
- g) We believe in the Providence of God whereby He upholds the universe, governs the world, supplies the needs of His creatures and brings His will to pass.
- h) We believe that man was created in the image and likeness of God to have dominion over the earth and to do all things to the glory of God.
- i) We believe in man's universal fall into sin through Adam's transgression and in his subsequent guilt, depravity, judgement and condemnation.
- j) We believe in Jesus Christ, the only begotten son of the Father; that He was conceived by the Holy Spirit, born of a virgin, crucified as a ransom for many, died and was buried, was resurrected from the dead and ascended into Heaven in the same body in which He was crucified; that He is presently at the right hand of God the Father as prophet, priest and king and will personally return to earth in power and glory to judge the living and the dead.
- k) We believe in the free offer of salvation to all men and the necessity of faith in the Lord Jesus Christ to be saved.
- l) We believe that to those who believe God imputes righteousness not on account of their faith but because of God's grace.
- m) We believe in the necessity of the work of the Holy Spirit to apply the benefits of Christ's redemption to individual sinners, working in them regeneration, faith, repentance, sanctification and glorification.
- n) We believe the Holy Spirit's indwelling of the believer begins at regeneration and enables the believer more and more to die unto sin and to live unto righteousness.
- o) We believe in the bodily resurrection of all mankind the unjust being raised to everlasting dishonour and the just unto everlasting honour being made conformable to Christ's glorious body.
- p) We believe in one holy universal Church, the Body of Christ, to which all God's redeemed people belong and in which they are united through the spirit.

### FORM OF SUBSCRIPTION

I unreservedly accept and promise to uphold this statement as the statement of my own belief, and declare my personal faith in Jesus Christ as my Saviour, my Lord and my God.

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_