

APPLICATION FOR SECONDMENT OF *MOE / ITE EDUCATION OFFICER TO CREST SECONDARY SCHOOL

1.	Full Name: *Dr/Mr/Mrs/Mdm/Ms/Miss							
2.	ID No. :	3. Date of E	Birth:	4. Citizenship :				
5.	Substantive Grade :		6. Year Appointed to Sub-Grade :					
8.	Contact No. :		9. Email :					
10.	Residential Address :							

School Address: 561 Jurong East Street 24 Singapore 609561 Tel: +65 6899 2779 Fax No.: +65 6899 2668 Contact Person: Ms Marina Wong (Head HR)

(If you hold a key personnel position e.g. HOD, please indicate area of responsibility) (c) Type of Employment : * Government / Aided / ITE Employee (d) Qualifications :		a) Name of Current School :										
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Name of Qualification Name of Educational Institution Year of Attainment												
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(e) Previous and Present Employment (in Chronological Order) Period of Employment Name of Employer / School Employer / School Held Salary	(a) Q	lualificat										
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(j) Special Interest/Talent (if any) :	(h) S	ubjects/	Courses	Trained to Teach : _								
	(i) C (CAs at C	urrent S	chool :								
	(j) S p	oecial Int	terest/Ta	lent (if any) :								
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(I) Current Medical Scheme (MSO / CCS etc.):	`, -			.,	/							

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(Note: Please enclose photocopies of qualifications and other relevant documents for reference.)

12	12. Position Applying For (please tick one)					
	☐ Head of Department (please indicate area of responsibility) :					
	□ Subject Head / Level Head (please indicate area of responsibility) :					
	☐ Senior Teacher (please indicate teaching subjects/courses) :					
	☐ Teacher (please indicate teaching subjects/courses) :					
13	Earliest Available Date/ Notice Period:					
14	Please share briefly your motivation in applying for secondment to Crest Secondary School and how you envision yourself contributing to the school. You may also share your experience in teaching N(T) or similar profile students, where relevant (use a separate sheet if necessary).					
15	I declare that the particulars given above are complete and correct.					
16	I understand that:					
	(i) the outcome of my application is subject to the overall staffing needs of all schools; and					
	(ii) the submission of the application form does not automatically qualify me for secondment to Crest Secondary School.					
	(iii) my personal data will be collected and used for the following purposes and the school may disclose					
	my personal data to third parties where necessary for the following purposes:					
	(a) assessing and evaluating my suitability for employment in any current or prospective position within the organisation; and					
	(b) verifying my identity and the accuracy of my personal details and other information.					
17.	I have informed my School Principal of my application for secondment to Crest Secondary School and he/she has no objection.					
S	ignature : Date:					
Note If you'd like to email the application form, please scan the form with your signature and relevant documents a graph fine tions and application form, please scan the form with your signature and relevant documents						
	e.g. qualifications and email to <u>Ms Marina Wong</u> [Email: marina_wong@crestsec.edu.sg].					

Applicants who meet the necessary requirements will be shortlisted for an interview.

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