

Mallow Community Campus, Fair St. Mallow, Co Cork, P51 F344

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

**SECTION A: PERSONAL PROFILE**

|  |  |
| --- | --- |
| **Title:** |  |
| **Name:**  |  |
| **Surname:** |  |
| **Address:**  |  |
| **Telephone Number:**  |  |
| **Email:** |  |
| **Current Position:** |  |
| **Notice Required:** |  |
| **Where/ How did you hear about this position?**  |  |

**SECTION B:**

Please answer each question, Maximum 150 words per box

|  |
| --- |
| Give a summary of your experience in managing Early Years Services, including your experience in leading and supporting a team?  |
|  |
| Outline your understanding of the importance the role of the family in early learning and your approach to engaging with the family and other stakeholders in this context |
|  |
| Outline your understanding of working with others in a team? A) Specifically, staff who you manage and b) secondly, staff who you report to?  |
|  |
| Outline your experience in dealing with parents on a daily basis?  |
|  |
| Outline your approach to childcare and knowledge of child development and its application to practice |
|  |
| Outline a time where you experienced a staffing challenge e.g. disciplinary action needing to be taking, disagreement between staff – how did you deal with it? |
|  |
| Give an example of how you worked on own initiative in the past?  |
|  |
| On a scale of 1-10 please rate your Organisational, administrative skills including IT skills e.g. MS Word, Excel, PowerPoint, Email, Childcare Apps and give a reason for this rating  |
|  |
| Outline what motivates you to work in the childcare sector?  |
|  |
| What is your understanding of Community based childcare and the effects of disadvantage on children and early learning? |
|  |

**SECTION C: Career History (Most recent experience first)**

**Please only list experience that is relevant to this position**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Employer | From | To | Brief description of your role and responsibility | Reason for Leaving |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**SECTION D: EDUCATION & TRAINING SCHOOL/COLLEGE**

**Please only list training that is relevant to this position**

|  |  |  |  |
| --- | --- | --- | --- |
| Training body | Examination / Course | Award Achieved | Date  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**SECTION E - SUMMARY (Maximum 150)**

|  |
| --- |
| What particularly appeals to you about this position? |
|  |

**SECTION F - GENERAL**

|  |
| --- |
| What is the earliest that you can start working?  |
|  |

**SECTION G - REFEREES**

|  |
| --- |
| Please include current written references from the referees with this application form. Please provide referees as detailed below. One reference must be from your current / most recent employer. Please Note: your referees will only be contacted if a position is offered to you.  |
| Name of Employer/ Referee |  |  | Name of Employer/ Referee |  |
| Position |  |  | Position |  |
| Relationship to Employer/ Referee |  |  | Relationship to Employer/ Referee |  |
| Contact No |  |  | Contact No |  |
| Contact Email |  |  | Contact Email |  |
|  |

**SECTION H - SUMMARY**

|  |
| --- |
| Before signing this form, please ensure that you have replied fully to all questions asked. Offers of employment are subject to verification of candidates’ eligibility for the position |
| Signed:  | Date:  |