

# Welcome to your Online Teacher Application

## Before you get started

Do you have all your mandatory documents?

There are to be no more than ten documents uploaded, and the total uploads cannot exceed 20MB.

## Mandatory documents

- **Graduate:** You have less than 12 months teaching experience
- **General:** You have more than 12 months teaching experience

	Australian Citizen Graduate	Australian Citizen General	Overseas Applicant Graduate	Overseas Applicant General
<b>QCT</b> (Queensland College of Teachers Registration)		✓	✓	✓
<b>Birth certificate OR passport</b>	✓	✓		
<b>Passport</b>			✓	✓
<b>Visa</b>			✓	✓
<b>Formal qualification/s</b> (completed testamur/award/certificate)	✓	✓	✓	✓
<b>Official academic transcript</b>	✓	✓	✓	
<b>Unofficial academic transcript</b>	✓		✓	
<b>Marriage/Change of Name Certificate</b> (if applicable)	✓	✓	✓	✓

Please note:

1. When submitting your application, ensure all mandatory documents are uploaded successfully. Failure to do so may result in a delay in processing your application.
2. [Queensland College of Teachers registration](#) is not mandatory at time of application for a graduate; however, we advise that you apply for QCT in the last semester of your studies.
3. All offers of employment are conditional upon the Department of Education (DoE) completing employment screening, verifying your eligibility for employment including possession of required qualifications and QCT registration.
4. **You are not eligible for employment in a Queensland state school until the Department of Education has provided you with written confirmation.**

## Application for teacher employment form

**Privacy Statement:** The information on this form is being collected for the purpose of assessing your eligibility for employment as a teacher with the DoE, for the ongoing management of your application and/or the ongoing management of your employment if your application is successful. All personal information provided by you to DoE will be handled in accordance with the [Information Privacy Act 2009](#). DoE will not disclose the personal information to other parties without your consent unless required or authorised by law. DoE may disclose or discuss relevant personal information to and/or with your nominated referees, your present or past employer/s, teacher registration authority or police for the purpose of undertaking background checks regarding criminal history, disciplinary actions or investigations, suspensions from employment or investigations of child related harm concerns/allegations and/or teachers' registration authority investigations. The information provided by you will be securely stored and will only be made available to appropriate and authorised officers of DoE or agents employed by DoE as is necessary for the purposes outlined. While completion of this form is voluntary, if you do not answer all relevant questions it may result in your application not being considered. A false answer may result in your application not being considered or in subsequent termination of employment with DoE on the basis of your application. If you are concerned about the privacy of the personal information supplied on this form, please email the department ([teacherapplications@qed.qld.gov.au](mailto:teacherapplications@qed.qld.gov.au)).

**\* You are not eligible for employment in a Queensland state school until the Department of Education has provided you with written confirmation. (even if you have an existing departmental ID number)**

**Section 1 Personal Details**

Given name/s	_____	Surname	_____
Preferred name	_____	Previous name/s	_____
Title	Mr   Mrs   Ms   Miss   Dr	Sex	Female   Male   Other
Preferred contact number	_____	Alternate contact number	_____
Email	_____	DOB (dd/mm/yyyy)	_____
Street address	_____	Suburb	_____
State	_____	Postcode	_____

**Section 2 Pre-employment criteria**

Are you currently registered with the Queensland College of Teachers (QCT)? Yes   No

If yes, please provide your QCT registration number: \_\_\_\_\_

Are you an Australian citizen or permanent resident of Australia? Yes   No

If yes, please provide certified copies of your birth certificate, passport and/or Australian citizenship certificate.

Have you previously been employed in any role or applied for employment as a teacher with DoE? Yes   No

If yes, please provide your employee/ID/payroll number: \_\_\_\_\_

Have you received a granted under the department's Career Change Program for teachers, voluntary early retirement (VER) or voluntary separation program (VSP)? Yes   No

If **YES** to this question, you are not eligible to be a teacher in a Queensland state school.

**Section 3a Applicant declaration**

I understand that appointment to a role will be contingent on the satisfactory outcome, in the opinion of the department, of employment screening to confirm that I meet the requirements for employment. This may include additional background checks being undertaken. Yes   No

**Section 3b Consent to undertake background checks**

I consent to the Department of Education undertaking relevant background checks in relation to me which may include all or any of the following: Yes   No

- Previous employment checks including obtaining all relevant disciplinary information from current and/or previous employers relating to allegations of harm caused to a child;
- Employment screening including criminal history;
- Queensland College of Teachers (or other teacher registration authority) regarding disciplinary action/information. *Please note: The term disciplinary information includes but is not limited to information about the following, made or taken against a person:*
  - ☐ A suspension from duty or secondment;
  - ☐ A previous investigation into whether a person should be disciplined;
  - ☐ Disciplinary action, including a disciplinary declaration;
  - ☐ Finding that a person should be disciplined;
  - ☐ Possible disciplinary action under consideration.

*The term all relevant disciplinary information includes all information reasonably necessary for the chief executive or their delegate to decide about the suitability of a person to be engaged, or continue to be engaged as an employee including, but not limited to, details of the allegation/s and outcomes or actions taken.*

### Section 3c Employment screening information

Have you ever been **charged** with an offence, whether convicted or not, other than a traffic offence? Yes No

Have you ever been **convicted** (found guilty of an offence) in a court of law for an offence, whether the conviction was recorded or not, other a traffic offence? Yes No

Are you now, or have you ever been, **the subject of an investigation by police** anywhere? Yes No

Are you now, or have you ever been **the subject of an investigation by a teacher's authority/registration authority** anywhere? Yes No

Has a past or present employer undertaken a **disciplinary investigation or have record of a concern or allegation**, in regards to you, for any matter during your employment? Yes No

Has a past or present employer undertaken an investigation or have record of a concern or allegation, in regards to you, that harm was caused or likely to have been caused to a child? Yes No

If **YES** to any of the above questions in the employment screening information section, you must confidentially declare details of this to the department in writing, following submission of your application via [www.teach.qld.gov.au](http://www.teach.qld.gov.au), to the Manager, Talent Unit by email to [teacherapplications@qed.qld.gov.au](mailto:teacherapplications@qed.qld.gov.au) (subject heading: Confidential-Application for teacher employment). Do not submit your full application to this email address. **You should also include contact details for an individual with whom the department can discuss the matter, if required.**

Your application will not be processed until the submission has been considered. Information provided by you will not be stored with your application for employment. Please **DO NOT** attach your submission to your application for employment. A criminal history and/or integrity and/or disciplinary check may be undertaken in relation to you by the department regardless of your answers to the above

### Section 4 Application details

Are you a graduate applicant? Yes No

(No prior teaching service or less than one (1) continuous year with a recognised education authority, has completed a teaching qualification and is eligible for teacher registration with the QCT.)

Are you a general applicant? Yes No

(Completed a minimum of one (1) continuous year teaching service with a recognised education authority, has completed a teaching qualification and is eligible for teacher registration with the QCT.)

Are you an instrumental music instructor? Yes No

(Instrumental music instructors possess tertiary level music qualifications only and are required to possess a current blue card. An instrumental music applicant who possesses both education and music qualifications are required to possess current QCT registration.)

Do you have a current blue card? Yes No

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

Number: \_\_\_\_\_

Expiry date: \_\_\_\_\_

What type of employment are you seeking?

Permanent full-time	Yes	No
Permanent part-time	Yes	No
Temporary	Yes	No
Casual (supply teaching via TRACER)	Yes	No

Which types of sector/s are you formally qualified to teach?

*(Attach certified copies of formal qualifications to validate the selection)*

Early Childhood phase (kindy to year 3, includes State Delivered Kindergarten programs)	Yes	No
Primary (prep to year 6)	Yes	No
Secondary (year 7 to year 12)	Yes	No
Students with disabilities/special needs	Yes	No
Instrumental music instructor	Yes	No

Please indicate the date from which you are available to accept a position (dd/mm/yyyy)

\_\_\_\_/\_\_\_\_/\_\_\_\_

## Section 5

## Qualifications

Please provide details of all of your formal qualifications. Documentary evidence of your qualifications must be attached in your online submission.

### Qualifications – Initial Teacher Education (ITE) program

Qualification name \_\_\_\_\_

Academic institution \_\_\_\_\_

State/Country \_\_\_\_\_

Year commenced \_\_\_\_\_ Years attended \_\_\_\_\_ Completed \_\_\_\_\_  
(month and year)

### Qualifications – other tertiary qualification (if applicable)

*Please attach additional information if more than one (1) other tertiary qualification.*

Qualification name \_\_\_\_\_

Academic institution \_\_\_\_\_

State/Country \_\_\_\_\_

Year commenced \_\_\_\_\_ Years attended \_\_\_\_\_ Completed \_\_\_\_\_  
(month and year)

## Section 6a

## Teaching preferences

**Which subjects are you formally qualified or have significant experience to teach?**

*Attach certified copies of formal qualifications, statements of service, academic transcripts and/or verifiable teaching experience to validate this selection. Verifiable teaching experience can be demonstrated through a statement from a curriculum leader confirming the number of years you have taught that subject, year levels taught and confirmation that you have demonstrated teaching capability.*

Group	Subject	Primary	Secondary
Primary	Early Childhood ( <i>incl. State Delivered Kindy</i> )		
	Prep		
	P-3		
	P-6		
HPE	Early Childhood Studies		
	Health		
	Health & Physical Education		
	Physical Education		
Languages	Sport and Recreation		
	Aboriginal & Torres Strait Islander Languages		
	Auslan		
	Chinese		
	Chinese Extension		
	French		
	French Extension		
	German		
	German Extension		
	Indonesian		
	Italian		
	Japanese		
	Korean		
	Modern Greek (Year 7)		
	Spanish		
	Vietnamese		
Vocational Education and Training (VET)	Furnishing VET		
	Agriculture and Horticulture VET		
	Business VET		
	Community Services Health & Beauty VET		
	Construction Engineering and Mining VET		
	Environment and Science VET		
	General Education and Training VET		
	Hairdressing VET		
	Hospitality Vet		
	Information & Comms Technology VET		
	Retail VET		
	Sports and Recreation VET		
	The Arts VET		
	Tourism VET		
Mathematics	Essential Mathematics		
	General Mathematics		
	Mathematical Methods		
	Mathematics (Year 7 -10)		
	Specialist Mathematics		
Technologies	Aerospace Systems		
	Building and Construction Skills		
	Design		
	Digital Solutions		
	Engineering		
	Engineering Skills		
	Fashion		
	Food and Nutrition		
	Furnishing Skills		
	Home Economics (Year 7-10)		
	Hospitality Practices		
	Industrial Graphic Skills		
	Industrial Technology Skills		
	Information and Comms Technology		
	Technology Studies (Year 7-10)		

Group	Subject	Primary	Secondary
English	English		
	English & Literature Extension		
	English as an Additional Language		
	Essential English		
The Arts	Literature		
	Arts in Practice		
	Dance		
	Dance in Practice		
	Drama		
	Drama in Practice		
	Film, Television and New Media		
	Media Arts in Practice		
	Instrumental Music		
	Music		
	Music Extension		
	Music in Practice		
Humanities & Social Sciences	Visual Art		
	Visual Arts in Practice		
	Aboriginal and Torres Strait Islander Studies		
	Accounting		
	Ancient History		
	Business		
	Business Studies		
	Economics		
	Geography		
	History (Year 7-10)		
	Legal Studies		
	Modern History		
	Philosophy and Reason		
	Religion Ethics		
Science	Social and Community Studies		
	Study of Religion		
	Tourism		
	Agricultural Practices		
	Agricultural Science		
	Aquatic Practices		
	Biology		
	Chemistry		
	Earth and Environmental Science		
	Marine Science		
Specialist Areas	Physics		
	Psychology		
	Science (Year 7-10)		
	Science in Practice		
	Behaviour Management		
	Learning Difficulties		
	Learning Support		
	Multi-age		
	Outdoor Education		
	Teacher Librarian		
	Learning Disability		
	Autism Spectrum Disorder		
	Deaf and Hearing Impairment		
	Intellectual Disability		
	Physical Impairment		
	Speech Language Impairment		
	Vision Impairment		
	Social Emotional Disability		

## Section 6b Geographic/regional preferences

Which regions are you initially interested in finding employment?

Only applicants seeking permanent or temporary employment need to complete this section.

Are you interested in statewide employment?

Yes No

If no, please select from the below locations:

[Click here](#) to view a map of departmental regions / geographic locations / schools.

**Please tick boxes, do not number.**

Far North Queensland		<b>Torres Strait &amp; Cape York Peninsula (TP)</b>	<b>Tablelands and Coastal (Tully, Innisfail, Cardwell) (TL)</b>
		<b>Cairns and surrounding suburbs (CA)</b>	
North Queensland		<b>Mount Isa and surrounds</b> (Western Corridor – Cloncurry, Julia Creek, Hughenden) and Remote (Doomadgee, Mornington Island, Normanton) <b>(MT)</b>	<b>Townsville and surrounds</b> (Charters Towers and Burdekin) <b>(TE)</b>
Central Queensland		<b>Central Queensland Coastal</b> (Rockhampton, Yeppoon, Gladstone and surrounds) <b>(CT)</b>	<b>Central Highlands</b> (Emerald, Springsure, Blackwater, Woorabinda, Capella, Clermont) <b>(CQ)</b>
		<b>Western Central Queensland</b> (Longreach, Barcaldine, Winton, Blackall, Alpha, Aramac) <b>(CW)</b>	<b>Mackay and Whitsunday Region</b> (Glenden, Moranbah, Dysart, Middlemount, Calen) <b>(MK)</b>
Darling Downs South West		<b>Toowoomba and surrounds</b> (Gatton, Lockyer, Laidley) <b>(TW)</b>	<b>Western Downs Area</b> (Oakey, Dalby, Jandowae, Chinchilla, Tara) <b>(TD)</b>
		<b>Roma/Maranoa and South West Queensland</b> (Charleville, Cunnamulla, St George) <b>(RM)</b>	<b>South Burnett and Wide Bay West</b> (Murgon, Kingaroy, Nanango, Proston, Esk, Goomeri, Blackbutt, Cherbourg, Toogoolawah) <b>(WW)</b>
		<b>Warwick and surrounds</b> (Stanthorpe, Goondiwindi, Allora, Texas) <b>(WK)</b>	
North Coast		<b>Sunshine Coast (SN)</b>	<b>Moreton Bay</b> (incl. Pine Rivers, Bribie Island, Kilcoy, Caboolture) <b>(SS)</b>
		<b>Bundaberg</b> (incl. Gin Gin, Childers, Agnes Water, Rosedale) <b>(WN)</b>	<b>Maryborough, Hervey Bay and Gympie (WS)</b>
Metropolitan		<b>Brisbane Southside (BS)</b>	<b>Brisbane Northside (BN)</b>
		<b>Ipswich and Brisbane West (BC)(ME)</b>	<b>Rural West (MW)</b>
South East		<b>Gold Coast (GC)</b>	<b>Logan, Beenleigh and Beaudesert</b> (incl. Scenic Rim) <b>(LA)</b>
		<b>Redlands and South East Brisbane (BE)</b>	

## Section 6c Teaching and other relevant employment history

- Please provide details of teaching and other relevant employment, except those with the Queensland Department of Education.
- Copies of statements of service must be submitted with your application** if you wish to have this employment recognised for salary and classification purposes.
- Please attach a separate page with these details if there is insufficient space below.

Employer	State / Country	Sector Taught	Work Status	From Date	To Date

**Sectors:** Early Phase/Prep (K), Primary (P), Secondary (S) or Students with disabilities/special needs (L)

**Work Status:** Permanent full-time (F), Permanent part-time (P) or Temporary (T).