



Ollscoil Chathair Bhaile Átha Cliath
Dublin 9, Ireland

Please complete each section of this application as fully and as carefully as possible using black lettering. Additional information may be submitted as part of the application as an attachment to the form.

THIS APPLICATION WILL BE TREATED IN STRICT CONFIDENCE.

POSITION APPLIED FOR (Please Specify) _____

Ref. (OFFICE USE ONLY)

PERSONAL DETAILS

TITLE: (Mr/Mrs/Ms/Dr/Prof/Other) _____

SURNAME _____ FIRST NAMES _____

PERMANENT ADDRESS _____

ADDRESS FOR CORRESPONDENCE (If different from above) _____

HOME TELEPHONE No. _____ WORK TELEPHONE No. _____

MOBILE No. _____

EMAIL ADDRESS: _____

NATIONALITY _____

HAVE YOU APPLIED PREVIOUSLY? YES/NO

WERE YOU INTERVIEWED? _____

RESULT OF APPLICATION _____

ACADEMIC HISTORY

Post Primary Education

SCHOOL/COLLEGE	DATES FROM	TO	FINAL EXAMINATION SUBJECTS AND RESULTS
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

HIGHER EDUCATION INSTITUTION	DATES FROM	TO	FINAL EXAMINATION SUBJECTS AND RESULTS
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Academic Qualifications

DEGREE/DIPLOMA/CERTIFICATE	CONFERRING BODY	YEAR CONFERRED	GRADE AND CLASS	MAJOR SUBJECTS
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**Degree/Diploma/Certificate in preparation at time of application: indicate expected
Date of completion/conferring**

Other Qualifications: Include Memberships/Fellowships/Relevant Training Programmes

ADDITIONAL INFORMATION

Please indicate the reason(s) for seeking the position applied for:

Any other information that may help in assessing your application. Leisure time interests may be included here. (Use an additional page if necessary)

REFEREES

Please list three persons from whom the University may request references on your behalf; they should be such as to be able to comment in detail on your career. Applicants must include their present employer or past employer (if not currently employed). The University will assume permission to contact referees unless the Applicant has stated otherwise.

NAME/POSITION HELD NAME/POSITION HELD NAME/POSITION HELD
ADDRESS ADDRESS ADDRESS
EMAIL EMAIL EMAIL
TEL: TEL: TEL:

PERIOD OF NOTICE

How soon after an offer of appointment would you be in a position to take up employment? _____

ADVERTISEMENT

Where did you see the position advertised? _____

DECLARATION

I hereby certify that all statements given by me on this application are true and correct without omission and that any misstatement given will disqualify my application or may result in dismissal if employed by the University. I also fully recognise that canvassing will disqualify my application.

SIGNED _____ DATE _____

The completed application should be returned to: The Human Resources Department, Dublin City University, Dublin 9. Tel: 700 5149 Fax: 700 5500

