



Nanyang Girls' High School

Application Form for Appointment as Relief Staff

I. Personal Particulars

Name Mr/Mrs/Miss/Mdm*

Chinese Name _____ Date of Birth _____

I. C. / Passport No. _____ Citizenship _____

Address _____

Singapore ()

Contact Details _____ (HP) _____ (H) _____ (email)

Period Available From _____ To _____

Leave Period Required and

Reason _____

Please select all applicable subjects.

Subjects / positions applying for:

- | | | | |
|--|------------------------------------|---|--------------------------------------|
| ☐ English Lang & Literature | ☐ Chemistry | ☐ Social studies | ☐ PE |
| ☐ Chinese Lang & Literature | ☐ Physics | ☐ Home Economics | ☐ CCA : _____ |
| ☐ Mathematics | ☐ History | ☐ Art | |
| ☐ Biology | ☐ Geography | ☐ Music | |

☐ I do not mind helping with administrative work ☐ Others: _____

In case of emergency, contact Name _____ Contact No(s). _____
(State Relationship) _____

II. Academic Qualifications (Please provide certified true copies for interview.)

Highest Academic Qualifications:

Name of Institute _____ Course Duration _____ From _____ To _____

Qualification Obtained (e.g. GCE 'A' levels, Bachelor's Degree, Honours Degree) _____

For NYGH Alumni who have completed 'A' level, please attach printscreen copies of your results from the ISP for Year 2 Block Test 1, Block Test 2 and 'A' Level Preliminary Exam with the percentile included.

III. CCA Participation

Name of CCA & School	Role in CCA	Achievements
E.g. Debate Club / NYGH		fs

Name of Institute

Year Obtained

IV. Teaching Experience (if applicable)

Name of Institute	Period Taught	Subjects	Level

Subjects and Level Capable of Teaching

V. Awards and Prizes

Name of Award / Prize	Awarding Organisation
E.g. A* Star Scholarship	

VI. Character Referees *(For NYGH alumni, please name 2 teachers currently in NYGH)*

Name

Name

Contact Details

Contact Details

Declaration

I understand and agree that all personal data that I have provided in this application can be collected, retained and used by Nanyang Girls' High School (the Company) for the purposes of processing my application to and managing my employment relationship with the Company and/or its affiliates. I further agree that all personal data can be communicated, disclosed or transferred to the Company's affiliated companies, to any of its third party service providers providing medical, insurance, telecommunications, human resources, administrative and/or other services to the Company, or to the Company's auditors, banks, legal and compliance professionals, in connection with my employment with the Company.

I declare that all the information provided in this application is true and complete in all respects. I understand that any misrepresentation or omission of relevant information may be considered sufficient grounds for withdrawal of an offer or subsequent dismissal from employment.

Signature of Applicant

Date

Notes to Applicants

Relief staff positions are available in various departments in the school throughout the year. Apart from conducting lessons, successful applicants may also be asked to assist in CCA, enrichment programmes or department activities. Administrative relief positions may also be available.

Period of employment for relief teaching is from January to May and July to Oct. Actual dates will depend on position offered and requirements of the school.

Indicate under 'Leave Period Required' the tentative dates/period you may need to be away for scholarship interviews or other valid reasons.

Shortlisted candidates will be required to attend an interview at a mutually convenient date and time.

Email enquiries and completed form to careers@nygh.edu.sg or fax to 64667564.

Successful candidates will notified by email or phone.