



Welcome to your Online Teacher Application

Before you get started

Do you have all your mandatory documents certified by a **Justice of the Peace** or an **authorised witness**? 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
- ✓* if completed

	Australian Citizen Graduate	Australian Citizen General	Overseas Applicant Graduate	Overseas Applicant General
QCT (Queensland College of Teachers Registration)		✓	✓	✓
Birth Certificate OR Passport	✓	✓		
Passport			✓	✓
Visa			✓	✓
Formal Qualification/s	✓*	✓	✓*	✓
Official Academic Transcript	✓*	✓	✓*	✓
Unofficial Academic Transcript	✓		✓	
Statements of service and/or verifiable experience (Official letter from the school to confirm)		✓		✓
Marriage/Change of Name Certificate (if applicable)	✓	✓	✓	✓

Please Note:

1. When submitting your application, ensure all mandatory documents are certified and 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. Whilst not mandatory when submitting your application, all offers of employment are conditional upon possession of QCT registration.

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 Department of Education (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, a 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 Teacher Applicant Centre (tac@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.





Section 1. Personal Details

Given name/s _____	Surname _____
Preferred name _____	Previous name(s) _____
Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr	Sex <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> 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 and /or passport.
- 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 grant 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 3. 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 than 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** anywhere? Yes No
- Has a past or present employer undertaken a **disciplinary investigation or have record of an allegation**, in regard to you, that harm was caused or likely to have been caused to a child? Yes No
- Has a past or present employer undertaken an **investigation or have record of a concern or allegation**, in regard to you, that harm was caused or likely to have been caused to a child? Yes No

If **YES** to any of the questions in the Criminal History and Disciplinary Information section, you must confidentially declare details of this to the Department in writing, following submission of your application, to the Manager, Talent Unit by email to Recruitment.Humanres@qed.qld.gov.au (subject heading: Confidential-Application for teacher employment). **You must also include contact details for an individual with whom the department can discuss the matter, as 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 questions.

Applicants who are in an ongoing lawful private/sexual relationship with a Queensland state school student aged under 18 years of age must confidentially declare details of this to the Department in writing to the Manager, Talent Unit by email to Recruitment.Humanres@qed.qld.gov.au.





Section 4. Preferences

- Are you a Graduate applicant? Yes No
Graduate = 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.

- Please indicate the expected date of completion for teacher preparation course ___ / ___ / ___

- Are you a General applicant? Yes No
General = 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 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 is required to possess current QCT registration.

- What type of employment are you seeking?
 - Permanent full time Yes No
 - Permanent part time Yes No
 - Temporary Yes No
 - Casual Yes No

- Which types of sector/s are you formally qualified to teach? *Attach certified copies of formal qualifications to validate the selection*
 - Early Phase (Prep – Year 3) Yes No
 - Primary (Prep – Year 6) Yes No
 - Secondary (Year 7 – Year 12) Yes No
 - Students with Disabilities / Special Needs Yes No
 - Instrumental Music Teacher Yes No

- Do you have a current Blue Card? Yes No
 If yes, please provide your blue card number: _____

- Please indicate the date from which you are available to accept a position. ___ / ___ / ___

Section 4a. 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.

Certified copies of statements of service are required should you wish to have your employment recognised for classification and salary purposes.

Please refer to following page to select your qualified subject area preferences.



Group	Subject	Primary	Secondary
Primary	Prep		
	P-3		
	P-6		
HPE	Early Childhood Studies		
	Health		
	Health & Physical Education		
	Physical Education		
	Sport and Recreation		
Languages	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		
Specialist Areas	Behaviour Management		
	Learning Difficulties		
	Learning Support		
	Multi-age		
	Outdoor Education		
	Teacher Librarian		
	Disability		
	• Autism Spectrum Disorder		
	• Hearing Impairment		
	• Intellectual Disability		
	• Physical Impairment		
	• Speech Language Impairment		
	• Vision Impairment		

Group	Subject	Primary	Secondary
English	English		
	English & Literature Extension		
	English as an Additional Language		
	Essential English		
	Literature		
The Arts	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		
	Visual Art		
	Visual Arts in Practice		
	Humanities & Social Sciences	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 and Ethics			
Social and Community Studies			
Study of Religion			
Tourism			
Science		Agricultural Practices	
	Agricultural Science		
	Aquatic Practices		
	Biology		
	Chemistry		
	Earth and Environmental Science		
	Marine Science		
	Physics		
	Psychology		
	Science (Year 7-10)		
	Science in Practice		
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 Graphics Skills		
	Industrial Technology Skills		
	Information and Communication Technology		
	Technology Studies (Year 7-10)		



Section 4b. Geographic / Regional Preferences

- Which regions are you initially interested in finding employment?
Only applicants seeking permanent or temporary employment need to complete this section. **Please tick boxes, do not number.**

Click here to view a map of Departmental regions / geographic locations / schools.

ALL **If you tick the ALL box you are confirming you will consider an employment offer for any location in Queensland.*

**Choose either the ALL tick box, or select your preferred location/s by ticking the relevant boxes below.*

Central Queensland	*Anywhere in THIS region	Central Queensland	Central West
	Central Coast	Mackay – Whitsunday	
Darling Downs South West	Anywhere in THIS region	Toowoomba	The Downs
	Warwick	Wide Bay West	Roma
Metropolitan	*Anywhere in THIS region	Brisbane South	Brisbane North
	South East Brisbane	Moreton East	Moreton West
	Brisbane Central and West		
Far North Queensland	*Anywhere in THIS region	Torres Strait and Cape	Tablelands – Johnstone
	Cairns Central		
North Coast	*Anywhere in THIS region	Sunshine Coast North	Sunshine Coast South
	Wide Bay North	Wide Bay South	
North Queensland	*Anywhere in THIS region	Mount Isa	Townsville
South East	Gold Coast	Logan – Albert Beaudesert	

Section 5. Teaching and Other Relevant Employment History

- Please provide details of teaching and other relevant employment, except those with the Queensland Department of Education.
- Certified copies of statements of service must be submitted with your application** if you wish to have this employment recognised for classification and salary purposes.
- Please refer to the front page of this form for details concerning suitable documentary evidence.**
- 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), Temporary (T) or Casual (C).



Section 6. Qualifications

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

6(a) Qualifications – Teacher Preparation (Pre-service) Program

Qualification Name	_____		
Academic Institution	_____		
State/Country	_____		
Qualification Type	_____		
Result	_____		
Majors	_____		
Year Commenced	Years attended	Completed (Month & Year)	
_____	_____	_____	_____

6(b) Qualifications – Other tertiary qualifications (if applicable)

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

Qualification Name	_____		
Academic Institution	_____		
State/Country	_____		
Qualification Type	_____		
Result	_____		
Majors	_____		
Year Commenced	Years attended	Completed (Month & Year)	
_____	_____	_____	_____

Section 7. Application Declaration

I understand that appointment to a role will be contingent on the satisfactory outcome, in the opinion of the Department, of a criminal history and/or integrity check and/or disciplinary check. Yes No

Section 8. 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 executives or their delegate to make a decision 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. If yes to the above questions, you must confidentially declare details of this to the Department in writing, following submission of your application, to the Manager, Talent Unit by email to Recruitment.Humanres@qed.qld.gov.au (subject heading: Confidential-Application for teacher employment).

