

III EDUCATION (in chronological order)

Dates of Attendance (Month / Year)		Institution/College/University	Full-time/ Part-time	Qualification or Degree Obtained	Date of Award (Month/Year)
From	To				

IV EMPLOYMENT HISTORY (in chronological order)

Dates (Month / Year)		Name of Organization	Full-time/ Part-time	Appointment Held and Nature of Duties
From	To			

V FURTHER DETAILS ON PRESENT/MOST RECENT EMPLOYMENT

*Length of notice of resignation to my present employer _____ / If appointed, earliest date available: _____

*Present / Last basic salary: HK\$ _____ per month (_____ months per year)

Date of last salary revision: _____

Other allowances/benefits, e.g. contract-end gratuity, housing allowance, bonus :

Expected salary: HK\$ _____

VII REFEREES

Two referees (one of which should be your present or recent employer whom you have served) who are able to comment on your suitability for the post applied. The Grace Christian Academy will only contact the referees with your prior consent.

Name	Position Held and Organization/ Your Relationship with the Referee	Contact Address, Tel. No., Fax No. and E-mail

VII SEXUAL CONVICTION RECORD CHECK SCHEME (SCRC)

According to the guidelines of Education Bureau, the school has launched SCRC to safeguard the well-being of students. Applicants are requested to undergo SCRC. Grace Christian Academy reserves the right of terminating the recruitment process if applicants refuse to undergo SCRC. For details of SCRC, you may visit <http://www.police.gov.hk/scrc> .

VIII DECLARATION

I declare that the information given in the application is correct and complete to the best of my knowledge. I understand that if I knowingly give false information or withhold any material information, [Grace Christian Academy](#) shall have the right to rescind any verbal/written offer of appointment and I shall render myself liable to dismissal if I am appointed by the Grace Christian Academy.

Signature: _____ Date: _____

Name: _____ (IN BLOCK LETTERS)