**APPLICATION FORM**

|  |
| --- |
| Competition for Assistant Education Officer(Assistant Keeper Grade II)At the National Museum of Ireland |

|  |
| --- |
| Section 1 – Personal Details |

|  |  |
| --- | --- |
| Name |  |
| **Email\*** |  |
| **Telephone** |  |
| **Postal Address** |  |

\*Note: Your application will be acknowledged by email.

All correspondence relating to this competition will issue by email.

Applicants should provide a monitored email address at which they can be contacted for the duration of the competition.

|  |
| --- |
| Section 2 – Academic/Professional Record |

## General Education

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School or College Attended** | Period | | **Examination** | **Results** |
| **From** | **To** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Academic and/or Professional Qualification

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree/Qualification Held** | **Grade Awarded** | **University, College or Examining Authority** | **Year Obtained** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Publications** | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |

|  |
| --- |
| Section 3 – Employment Details |

## Employment History (Begin at the most recent date)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Period | | **Company Name** | **Location** | **Role/Title** |
| **From** | **To** |
|  |  |  |  |  |
| **Tasks performed :-** | | | | |
| **Reason for leaving :-** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Period | | **Company Name** | **Location** | **Role/Title** |
| **From** | **To** |
|  |  |  |  |  |
| **Tasks performed :-** | | | | |
| **Reason for leaving :-** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Period | | **Company Name** | **Location** | **Role/Title** |
| **From** | **To** |
|  |  |  |  |  |
| **Tasks performed :-** | | | | |
| **Reason for leaving :-** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Period | | **Company Name** | **Location** | **Role/Title** |
| **From** | **To** |
|  |  |  |  |  |
| **Tasks performed :-** | | | | |
| **Reason for leaving :-** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Period | | **Company Name** | **Location** | **Role/Title** |
| **From** | **To** |
|  |  |  |  |  |
| **Tasks performed :-** | | | | |
| **Reason for leaving :-** | | | | |

|  |
| --- |
| Section 4 – Training & Development Record |

|  |  |
| --- | --- |
| **Date** | **Information on relevant training & development** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| Section 5 – Other Information to Support your Application |

|  |
| --- |
|  |

**Section 6**

**Experience: - Assistant Keeper Grade II Competencies**

(Please note that details supplied of experience and examples should be aligned to the post you are applying for)

|  |  |
| --- | --- |
| Competency 1 – Team Leadership | |
| **Candidate Name** |  |

|  |
| --- |
| 1. Summarise your experience to date under this competency heading |
|  |
| 2. Describe two examples that illustrate your competency under this heading |
|  |

|  |  |
| --- | --- |
| Competency 2 – ANALYSIS AND DECISION MAKING | |
| **Candidate Name** |  |

|  |
| --- |
| 1. Summarise your experience to date under this competency heading |
|  |
| 2. Describe two examples that illustrate your competency under this heading |
|  |

|  |
| --- |
| 1. Summarise your experience to date under this competency heading |
|  |
| 2. Describe two examples that illustrate your competency under this heading |
|  |

|  |  |
| --- | --- |
| Competency 3 – Management & Delivery of Results | |
| **Candidate Name** |  |

|  |
| --- |
| 1. Summarise your experience to date under this competency heading |
|  |
| 2. Describe two examples that illustrate your competency under this heading |
|  |

|  |  |
| --- | --- |
| Competency 4 – INTERPERSONAL AND COMMUNICATION SKILLS | |
| Candidate Name |  |

|  |
| --- |
| 1. Summarise your experience to date under this competency heading |
|  |
| 2. Describe two examples that illustrate your competency under this heading |
|  |

|  |  |
| --- | --- |
| Competency 5 – Specialist Knowledge, Expertise & Self Development | |
| **Candidate Name** |  |

|  |
| --- |
| 1. Summarise your experience to date under this competency heading |
|  |
| 2. Describe two examples that illustrate your competency under this heading |
|  |

|  |  |
| --- | --- |
| Competency 6 – Drive & Commitment To Public Service Values | |
| **Candidate Name** |  |

|  |
| --- |
| Section 11 - Candidate’s Declaration |

I confirm that the above information I have supplied is correct.

|  |  |  |
| --- | --- | --- |
|  | Signed | Date |
| Candidate |  |  |