



# ADVANCED PROFESSIONAL COLLEGE

Institute of excellence for professional and vocational education and skills development

**Creating a New Breed of Professionals**

## EMPLOYMENT APPLICATION FORM – INSTRUCTORS / LECTURERS

[Please complete all sections clearly, scan and email this form with your CV & certificates to [info@apcollege.net](mailto:info@apcollege.net). Thank you.]

|  |  |  |                   |
|--|--|--|-------------------|
| List CLEARLY all <b>Specific</b> Courses/Modules that you are very competent to teach (Visit <a href="http://www.apcollege.net">www.apcollege.net</a> for info.) | E.g. CompTIA A+, CCNA, ACCA Paper F1, CA Part I Economics, ABE Intro to Business |  |                   |
|  | Name of Applicant  | First Name                               | Middle Name       |
| Contact Details  | Phone Numbers  | Email Address                            | City of Residence |
| Contact details of 2 relatives/ references to be contacted for any reason  | Full Name / Relation / Phone Number  | Full Name / Relation / Phone Number      |                   |
| List of <b>Academic</b> Qualifications (List Most Recent First)  |  |  |                   |
| List of <b>Professional</b> Certifications (List Most Recent First)  |  |  |                   |
| <b>Essential Work Experience</b> Relating to this Application. Please add details of employer or where the experience was gained.                                |  |  |                   |
| Religious Denomination   | Religion   | Religious Leader's Details (Name, Phone) | Place of Worship  |
| Preferred Working Hours for Part-Time Staff. Tick all applicable.  | 6-9pm (Mon-Fri)  | 8am – 5pm (Mon-Fri)                      | Sat (8am – 6pm)   |

I hereby affirm that, if I am employed by APC (ADVANCED PROFESSIONAL COLLEGE), I will be professionally-oriented, punctual to work, diligent, courteous to all stakeholders, not mismanage any company resources, report any illicit acts I will be aware of, not accept any gifts from clients, be conscientious not to hurt myself or anybody or destroy any facility, will not engage in any sexual act with any APC (ADVANCED PROFESSIONAL COLLEGE) stakeholder, and will not condone any act which destroys the image of APC (ADVANCED PROFESSIONAL COLLEGE). I will also seek to improve my knowledge, skills and professional practices over time, and be eager to learn and use new technologies and work strategies. I further affirm that APC (ADVANCED PROFESSIONAL COLLEGE) can take lawful action against me if I am found to violate any APC (ADVANCED PROFESSIONAL COLLEGE) policy.

**Signature of Applicant:**

**Date:**