



CMIS

Chiang Mai International School

PO Box 38, 13 Chetupon Road, Watket, Muang, Chiang Mai, 50000 THAILAND

Telephone: +66 (0) 53 242-027, 306 152 Fax: +66 (0) 53 242-455

Email: office@cmis.ac.th Website: cmis.ac.th

THAI STAFF APPLICATION

Section A: Personal Details

Mr./Mrs./Miss : Preferred name:
(Last name) (First name)

Date of Birth: Position Applying For:
(DD/MMM/YYYY)

Religion: If Christian, please indicate church of membership:

Primary Phone: Primary Email:

Current Address:

Marital Status: Spouse's name:

Spouse's Occupation:

Names and ages of children who will be accompanying you (biological or legally adopted):

Name and contact information (address/phone/e-mail) of someone who will always know how to reach you in case of an emergency:

Medical concerns (including any history of mental illness):

Hobbies or special interests:

Maximum length of time you would be able to accept employment at CMIS (years):

Expected salary (Thai baht):

Do you have financial commitments that will require you to make monthly payments?

Do you have a discipline record; any criminal convictions; or any current legal proceedings against you?

NO / YES *

If YES, Please provide details on a separate piece of paper in a sealed envelope and attach it to this form.

This information will be kept confidential and only be seen by the Selection Committee.

Are you employed currently? YES / NO

Is your present employer aware of this application/inquiry? YES / NO

By what date would you be able to take up the new position?

Section B: Educational Background

Degree/Diploma	Name of Institution	Major/Minor	Completion year

Section C: Employment History * (Full-time – F / Part Time – P / Temporary-T / Contract-C / Internship – T)

Employer (1)	Position	Work Status F/P/T/C/T*	Start Date	End Date

Responsibilities:

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Employer (2)	Position	Work Status F/P/T/C/T*	Start Date	End Date

Responsibilities:

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Employer (3)	Position	Work Status F/P/T/C/T*	Start Date	End Date

Responsibilities:

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Employer (4)	Position	Work Status F/P/T/C/T*	Start Date	End Date

Responsibilities:

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* Chiang Mai International School reserves the right to conduct on the application's background check.

Section D: Additional Qualifications

Language Proficiency: (E- excellent / G-good / F-fair)

Language	Speaking	Reading	Writing
English			
Others:			

TOEIC/IEFL/Others English test score (if any):..... Test Date:.....
(DD/MMM/YYYY)

Computer Literacy: (4- Strong / 3-Good working knowledge / 2- basic knowledge / 1-no knowledge)

System/Software	Level of competency	System/Software	Level of competency
Windows OS		Chrome OS	
MS Words		Gmail	
MS Excel		Google Suite	
MS PowerPoint			

Driving License: car / motorcycle

Section F: References

Referee 1:		Position/Organization:	
Address: _____			

Telephone:		E-mail:	

Referee 2:		Position/Organization:	
Address: _____			

Telephone:		E-mail:	

Referee 3:		Position/Organization:	
Address: _____			

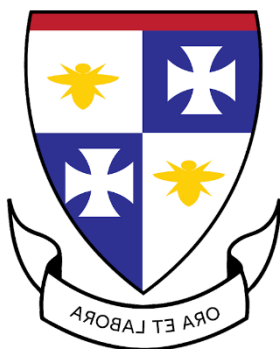
Telephone:		E-mail:	

Please provide the name and contact information of one person who would be willing to provide a personal, character, or pastoral reference on your behalf.

Referee:		Position/Organization:	
Address: _____			

Telephone:		E-mail:	

WORKING AT CMIS



Chiang Mai International School has been meeting the educational needs of the international community in Chiang Mai, Thailand since 1954. Our school provides English-language education for students from Pre-School to Grade 12 using an American-based curriculum taught from an international perspective. A Christian worldview defines our school and helps to create a friendly, caring, and supportive environment that enables our students to develop intellectually, socially, and spiritually.

CMIS is owned and operated by the Church of Christ in Thailand, the national Protestant church. Our school's vision statement is: "To provide educational excellence in a caring Christian community that respects and celebrates diversity."

and our mission is "To develop learners who can pursue personal and academic goals, based on educational excellence and strong moral foundations. To equip international students for lives of learning and positive contributions locally and globally".

Due to the large number of applications, we are only able to respond to applicants whose qualifications appear to be a good match for our staffing needs. If you would like to check the status of your application, please e-mail employment@cmis.ac.th.

APPLICANT'S CHECKLIST

To be considered, please submit the following documents to the Human Resources Department in person, by post or as attachments to an email mentioned above.

- Completed application.
- Resume or CV
- Photo
- Copy of Thai ID card
- Copy of house registration.
- Copy of degree(s)/diploma & transcript.
- Letters of reference
- English proficiency result

APPLICANT'S AGREEMENT

By signing (or initialing) below, I indicate that I have read and understood the mission, vision, and educational objectives of Chiang Mai International School as published on this application form.

I certify that I do not have a criminal record, and grant permission to Chiang Mai International School to investigate my background. I have disclosed all major medical and psychological conditions and certify that I have no other history of emotional or mental illness requiring professional treatment.

I certify that the information contained in this application and all supporting documents is complete and correct to the best of my knowledge. I give permission to Chiang Mai International School to contact my referees, educational institutions, and all past employers to verify my credentials, and I will assist in that process in any way I can. I understand that material omissions or falsification of this application in any detail may result in my disqualification from consideration for employment or for dismissal from employment if hired.

Full Name of Applicant:			
Signature:		Date:	

(DD/MMM/YYYY)