



## **Submitting an Expression of Interest Part-time (ESOL) Tuition Information Document**

This Expression of Interest is for part-time opportunities for ESOL and Basic Education that may arise for periods of short/medium term. Attendance at a formal interview will be required at a future date.

Applicants may be selected for work based on the following:

1. The information submitted by you on the Form including education/training and previous work experience.
2. The documentary evidence that may be sought before any offer of work.
3. The needs of the students as identified by the relevant Organiser/Line Manager.
4. Your availability to work at short notice and sometimes outside normal working hours.
5. Your proximity to the FET Centre where work is available.
6. Your understanding that any employment offered is on an If and When Required basis.
7. Subject to satisfactory reference checks.
8. Receipt of a satisfactory Garda Vetting Disclosure.

### **Please note the following essential information:**

9. The HR Department may seek further documentary evidence from you.
10. The information provided by you on the Google Form will be submitted directly to the Recruitment and Selection Team of Donegal Education and Training Board, who together with the Organiser/Line Manager, will verify the details and documentation provided by you.
11. Your personal data will be made available to the Recruitment and Selection Team and relevant Line Managers which may include Donegal ETB Post Primary Principals, Deputy Principals, Adult Education Officers and/or Centre Managers as appropriate.
12. Fixed Term or Permanent Vacancies will NOT be filled from this Expression of Interest.
13. The Line Manager will make direct contact with applicants.
14. For queries, please email to [recruitment@donegaletb.ie](mailto:recruitment@donegaletb.ie)

Please click [here](#) to complete and submit your Expression of Interest.