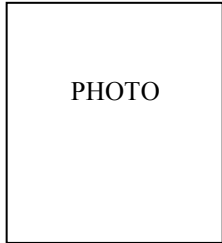


Riffa Views International School
Human Resources Office
 PO Box 3050, Manama, Kingdom of Bahrain
 Tel: +973 1656 5002 / Fax: +973 1791 0392
 humanresources@rvis.edu.bh www.rvis.edu.bh



Personal Information Form (PIF) for Overseas Hire Teacher

Please attach to this form your cover letter, resume, copy of valid Teaching Certificate/s, Degree/Diploma, two letters of recommendation, photocopy of passport, passport size color photograph.
 Submit your completed packet to the RVIS Human Resources Office by email (preferably) or by post.

Date of Application _____ **Home of Record** _____

Full Name

First Middle Last Known As

Contact Address

Street /PO Box City State/Province/Zip Country

Telephone		Mobile	
Fax		Email	
Skype Address		Personal Website	
Date of Birth (mm/dd/yyyy)		Place of Birth	
Nationality		Passport Number	
Country of Issue		Expiry Date	

Religion (Required for Bahraini visa application) _____

Marital Status Single Married **Is spouse a teacher?** Yes No

Is spouse seeking empl. at RVIS? Yes No *If yes, a separate application packet must be submitted by the spouse.*

Dependent Children – Name and DOB (mm/dd/yyyy) 1. _____ 2. _____

Applicant’s first teaching preference 1. _____

Applicant’s second teaching preference 2. _____

Highest qualification / Date degree obtained / From which educational institution / Country / Hours above highest degree
 1. _____
 2. _____
 3. _____

Field(s) of Certification / Certifying State or Province / Country / Effective Date / Expiry Date / Specialties
 1. _____
 2. _____
 3. _____

Number of years full-time teaching experience (excluding student teaching) _____

Number of years full-time teaching in a North American curriculum school (excluding student teaching) _____

List extra-curriculum activities you are willing to sponsor or coach
 1. _____ 3. _____
 2. _____ 4. _____

List on-line recruitment sites in which you are a member and recruitment fair/s you will be attending
 1. _____ 3. _____
 2. _____ 4. _____

Do you have a criminal record? Yes No *If yes, please briefly explain.* _____

Have you ever had an employment contract terminated? Yes No *If yes, please briefly explain.* _____