

STANDARD APPLICATION FORM FOR TEACHING POST

DELETION OF ANY FIELD WILL INVALIDATE THIS APPLICATION

Applicants, please note:

- 1 If the advertisement states that electronic applications will be accepted, the Application Form should be emailed to the *dedicated email address* provided in the advertisement and *only* to that address.
If applications are required to be submitted *by post*, the Application Form must be sent to the Chairperson's address as specified in the advertisement.
- 2 The completed form must arrive at the dedicated email address/specify postal address on or before the date and time stated in the advertisement. Late applications will neither be accepted nor considered.
- 3 Canvassing will disqualify.
4. If completing this form in handwriting, please use **black ink**.
5. The successful candidate will be required to present original documents in relation to teaching/other qualifications prior to appointment.

POSITION ADVERTISED

SCHOOL

ROLL NUMBER

Office use only	Received by:	Date:	Time:

APPLICANT'S PERSONAL DETAILS		
Name (as per Teaching Council Register)	Candela Gutiérrez Muñoz	
Correspondence Address	Mobile Phone No.	+34 630369147
Line 1: Alfonso VI, 5	Landline No.	
Line 2: doorway 3, 1ºD	E-mail Address (Please print clearly if completing in handwritten format)	candelagutierrezmunoz@gmail.com
Line 3: Valdemoro, Madrid, Spain		
Eircode 28343		
QUALIFICATION TO TEACH AT PRIMARY LEVEL		
Qualification(s)	Awarding University, College or Institute	Final results received: Day/Month/Year
Bachelor's degree in Primary Education Teacher with a specialisation in Special Education	Complutense University of Madrid	15/02/2024
TEACHING COUNCIL REGISTRATION		

Registration Number _____ **IN PROGRESS** _____

Registered under Regulation (please tick as appropriate):

Route 1 Primary

Route 2 Post Primary

Route 3 Further Education

Route 4 Other

Registration Status: Full Conditional

If conditional, please tick the condition that has not been fulfilled and indicate the expiry date by which each condition must be met:

Condition 1: Droichead/Probation Expiry Date: _____

Condition 2: Induction Workshop Programme Expiry Date: _____

Condition 3: Irish Language Requirement Expiry Date: _____

Condition 4: Qualification Shortfall Please specify: _____

Expiry Date: _____

DETAILS OF ACADEMIC QUALIFICATIONS – MOST RECENT FIRST

INCLUDE UNDER-GRADUATE & POST-GRADUATE QUALIFICATIONS. PLEASE INCLUDE ANY QUALIFICATIONS IN SPECIAL EDUCATION, IF APPLICABLE. THE SUCCESSFUL CANDIDATE WILL BE ASKED TO PRESENT ORIGINAL DOCUMENTS.

Qualification & Grade	Awarding University, College or Institute	Length of Course	Final results received: Day/Month/Year
Bachelor's degree in Primary Education Teacher with a specialisation in Special Education 7,36	Complutense University of Madrid	09/2019-02/2024	15/02/2024

TEACHING EXPERIENCE – MOST RECENT FIRST (IF NECESSARY EXPAND THE SECTION OR USE ADDITIONAL PAGES IF COMPLETING IN HANDWRITTEN FORMAT).
***IF NEWLY QUALIFIED, PLEASE GO TO NEXT PAGE**

School Name & Address	Date(s) of service in the school	Position(s) held	Dates in each Position
			From: To:

POST(S) OF RESPONSIBILITY HELD (IF ANY) – MOST RECENT FIRST

School Name	Address	Position(s) held	Dates
			From: To:
			From: To:

***IF NEWLY QUALIFIED PLEASE INSERT TEACHING PRACTICE GRADES – MOST RECENT FIRST**

School Name	Address	Class taught	Dates	Grade
			From: To:	

ADDITIONAL QUALIFICATIONS E.G. ICT, CERTIFICATE TO TEACH RELIGION (IF APPLICABLE)

College(s)	Qualification and Year	Modules Studied
Strategies for psychoeducational intervention in ASD Complutense University of Madrid	PASS 2022	Special Education
Emotional Educator Complutense University of Madrid	PASS 2021	Emotional Education, Psychology

OTHER RELEVANT, NON-ACCREDITED COURSES – MOST RECENT FIRST
First Aid 12/10/2024

AREAS OF SPECIAL INTEREST – CURRICULAR/OTHER	
Area	Expertise/Experience/Specialism undertaken in College
Special Needs Education	Bachelor's degree in Primary Education Teacher with a specialisation in Special Education
Science	In the last two years of high school, I studied pure sciences specialisation and I started a Biology Degree at University. I have a deep passion for Natural Sciences.

OTHER RELEVANT EMPLOYMENT EXPERIENCE – MOST RECENT FIRST				
Employer/Project	Position	Duties	Dates	Grade
Grupo MT	Monitor in linguistic (English) immersions	- Facilitated immersive English language experiences for primary and secondary school students during 3-5 days camps in Spain.	From: 25/03/2025 To: Present	

June 2025

		<ul style="list-style-type: none"> - Conducted all interactions exclusively in English to enhance students' language skills and confidence. - Led activities and lessons designed to promote practical use of English in a fun and engaging environment. 		
Little Apples Academy	Early Childhood Educator	<ul style="list-style-type: none"> - Led a Montessori-based classroom, fostering independence and individualized learning. - Designed and implemented activities to develop literacy, numeracy, and practical life skills. - Rotated across classrooms, covering and supporting children aged 2 to 8 years, gaining experience in different developmental stages. 	From: 25/11/2024 To: 14/02/2025	
Giraffe Childcare		<ul style="list-style-type: none"> - Care for one-year-old infants, following individualized routines (feeding, naps, diapering) to ensure their comfort and well-being. - Create activities to support sensory, motor, and early communication development. - Track progress and collaborate with parents to ensure overall wellbeing. 	From: 09/09/2024 To: 22/11/2024	
Grupo MT		<ul style="list-style-type: none"> - Facilitated immersive English 	From: 03/2024 To: 06/2024	

June 2025

		<p>language experiences for primary and secondary school students during 3-5 days camps.</p> <ul style="list-style-type: none"> - Conducted all interactions exclusively in English - Led activities and lessons designed to promote practical use of English 		
Native Learn		<ul style="list-style-type: none"> - Delivered extracurricular activities in schools in Madrid. - Constant practice of the language, where all interactions are carried out exclusively in English. - Variety of activities, including the use of technology, crafts or games. 	From: 02/2024 To: 06/2024	
Private	Home therapy for ASD children	<ul style="list-style-type: none"> - Design and implementation of personalized activities to stimulate learning in children with Autism Spectrum Disorder (ASD). - Focus on the development of fundamental skills, especially in the improvement of social interaction and communication skills 	From: 03/2023 To: 01/2024	
Cocinea S.L.	Translator Spanish-English in cooking events	<ul style="list-style-type: none"> - Translated live Spanish-English instructions during cooking events - Ensured clear and accurate communication for all participants. 	From: 01/2023 To: 12/2023	

		<ul style="list-style-type: none"> - Facilitated smooth interaction between Spanish-speaking chefs and English-speaking guests. - Developed strong communication and interpersonal skills. 		
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PLEASE INDICATE HOW YOU THINK YOUR EXPERIENCE/SKILL(S) CAN ASSIST IN THIS PARTICULAR POST

NOT MORE THAN 150 WORDS

I hold a degree in Primary Education with a specialisation in Special Needs, and I have supported children with Autism Spectrum Disorder and diverse learning profiles both in inclusive classrooms and through one-to-one home-based interventions. I designed individualised activities focused on communication, sensory integration, and emotional regulation. In Ireland, I have worked in early years settings with children aged 1–8, developing strong behaviour management and care routines tailored to each child's needs. I also took part in English immersion programmes that enhanced my ability to differentiate instruction and manage group dynamics. I am calm, empathetic, and responsive to each pupil's pace, always fostering a structured, nurturing, and engaging environment. I believe my hands-on experience, adaptability, and commitment to inclusive education align well with the values and needs of your school, and I am confident in my ability to support its students' holistic development.

PLEASE INDICATE HOW YOU THINK YOU CAN CONTRIBUTE TO THE ETHOS AND SUCCESS OF THIS SCHOOL

NOT MORE THAN 150 WORDS

What draws me to this school is its commitment to dignity, respect, and individualised support—values I fully share as an educator. I thrive on building meaningful relationships with students and tailoring my approach to their emotional and developmental needs. My background spans home-based therapy, inclusive classrooms, early years care, and immersion programmes, which has made me highly adaptable and attuned to diverse learning styles. I bring a calm, patient presence and a strong belief in progress through consistency and empathy. I am eager to contribute to a collaborative team that prioritises student well-being, celebrates small achievements, and upholds a nurturing, inclusive ethos.

ADDITIONAL INFORMATION (NOT ALREADY MENTIONED) TO SUPPORT YOUR APPLICATION**NOT MORE THAN 150 WORDS**

In my free time, I enjoy outdoor activities such as hiking. I also frequent contemporary art exhibitions and international restaurants.

During my last year of university, I took part in the Erasmus+ program in Switzerland. This experience allowed me to improve my English and develop a strong multicultural perspective by connecting with students from all over the world.

As a teacher, my greatest strength is patience. What I value most about working in Special Education is the close, individualized attention I can give to each student. Identifying students' unique strengths and challenges, and building a personalized learning path that supports their growth is what drives my passion for teaching.

I do not yet possess my teaching council number, however, I have already applied and I expect to get it in about one month.

NAMES & CONTACT DETAILS OF REFEREES*			
Referee 1		Referee 2	
Name	María	Name	María del Pilar
Role	Manager of Little Apples Academy	Role	Manager of Grupo MT
Address	2 Carbury Place, Newtown Blackrock, Blackrock, Co. Dublin, A94 W889, Ireland	Address	P.º de Teruel, 32, 34, Bajos, 50004 Zaragoza, España
Work Tel Number	+353 86 779 2578	Work Tel Number	+34 652 84 49 77
Home Tel Number		Home Tel Number	
Mobile No.	+353 89 972 5272	Mobile No.	
Referee 3		Referee 4	
Name	Míriam	Name	Mirka
Role	Events Manager in Cocinea	Role	Manager in Giraffe Childcare Harcourt
Address	C/ Plomo 10, 28045 Madrid	Address	Iveagh Court, 2 Charlemont St, Saint Kevin's, Dublin, D02 Y978, Irlanda
Work Tel Number	+34 634 121 123	Work Tel Number	+353 (1) 478 0003
Home Tel Number		Home Tel Number	
Mobile No.	+34 620 45 45 98	Mobile No.	+353 85 785 1202

***Please Note:**

1. Only those referees who know you in a professional capacity should be included. At least three names should be provided.
2. Close relatives and friends **should not** be listed as referees.
3. As it is probable that referees will have to be contacted outside of school times, it is crucial that phone numbers (preferably mobile numbers) outside of working hours, are given.
4. If the current employer (*where applicable*) is not named as a referee, the Interview Board reserves the right to seek a reference from the current employer.
5. The Interview Board in its sole discretion will determine the suitability of any reference. The Interview Board further reserves the right to seek from a candidate the names of additional referees.

I hereby declare that all the particulars furnished on this Application Form are true and correct to the best of my knowledge and that I am aware of the qualifications, requirements and particulars for this post, as set out in the advertisement and other relevant documentation.

Signature _____



Date