

**NOTE: THIS IS AN EDITABLE PDF...
PLEASE DOWNLOAD FORM TO YOUR COMPUTER
BEFORE FILLING IN THE FIELDS, WHEN FORM IS
COMPLETE 'SAVE FORM', RENAMING FILE WITH YOUR
NAME & EMAIL TO US AT: admin@aupair-agency.com**

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Email: admin@aupair-agency.com

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CONVERSATION ASSISTANT APPLICATION FORM			
PERSONAL DETAILS			
Full name as shown on your passport		Date of birth	Male/Female
Mobile phone (mandatory)		Home phone	Passport number
Nationality (also include if dual)	Mother tongue	Address	
City/Town	Province/Region	Post/Zip Code	Country
Email Address	Skype Contact	Emergency contact name & number	
Marital status		Do you have any children?	
Where did you hear about our programme? Please, give detailed information		YOUR START DATE (for the program):	
PERSONAL INFORMATION			
Do you have any dietary restrictions/requirements? If yes, please give details.			
Do you have any minor (e.g. dust, smoke, fur) or major (e.g. nuts, gluten, penicillin) allergies? If yes, please give details.			
Would you have any issues living with domestic pets? If yes, please give details.			
Do you smoke? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Would you have any issues living in an environment where there could be smokers?			
What is your Religion and are you aware that schools in Spain are mainly catholic? Will this cause any conflict for you?			

University Studies			
Name of the institution			
Studies			
City / Town			
Started		Ended (or indicate when due to complete)	
Qualification/s obtained			
Do have any teaching qualification (TEFL / CELTA or equivalent)			
Name of institution provider and qualification obtained			
Certified hours completed if applicable			
Date obtained			
<p>Please, indicate if you have any experience within a formal educational environment (e.g. as a teacher, monitor, instructor etc. in a school, college, camps, etc.).</p> <p>If yes, please give details for example your role, responsibilities, name of company/institution, dates and any formal qualifications obtained.</p>			
Any other qualifications to emphasize?			
Do you have any general informal experience with children? For example, babysitting, nannying, aupair, etc. If yes, please give details			
Have you ever worked or studied abroad before? If yes, please give details.			
Please note that an existing level of Spanish is not required to apply. However, if you know any additional languages apart from English, indicate your level (reading, writing, conversational).			
	(indicate level)		
	(indicate level)		
	(indicate level)		

WORK EXPERIENCE (if any)

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REFERENCES

Reference 1 Obligatory Professional, Current or previous employer/ tutor/ organisation/ charity		
Reference 2 Obligatory, Another Professional or Personal		

DESCRIBE YOURSELF INDICATING YOUR SOCIAL SKILLS/PERSONALITY/ STRENGTHS ETC.. (answer with at least 100 words please)

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WHY DO YOU THINK YOU WOULD BE A GOOD CONVERSATION ASSISTANT? (answer fully please)

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WHAT DO YOU EXPECT TO GAIN FROM THE PROGRAM? (answer fully please)	
FUTURE PROSPECTIVES (answer fully please)	
Please indicate any other information that you feel may be relevant to your application	
Signed	Date
COMMENTS BY INTERVIEWER (not to be completed by applicant)	

**WHEN FORM IS COMPLETE EMAIL TO US AT:
rosemary@aupair-agency.com**