

# Confidential

## Form B

### Enhanced Native-speaking English Teacher (NET) Scheme in Secondary Schools Application of Serving NETs for New Appointment on Completion of Contract (to be returned by fax by 20 May 2024)

To: NET Administration Team, EDB (Fax No: 2349 1398)

**NOTE:** To be completed by the serving NET who has been recruited through EDB recruitment boards and whose contract will not be renewed upon expiry at the end of the 2023/24 school year

When submitting the application, the applicant has given consent for Education Bureau to make necessary enquiries with his/her former employers for purposes relating to admission to rejoin EDB's central candidate pool. The applicant has also authorised his/her former employers to release any information as may be required for these enquiries.

*\* Delete as appropriate*

#### Part I

Name: (Mr./Ms./Mrs./Miss\*) \_\_\_\_\_

(First Name)

(Family Name)

Name of Current School: \_\_\_\_\_

Please tick "☑" either A or B below:

- A.  I would like to resume my status in EDB's central candidate pool and request EDB to offer the following assistance: (you can tick "☑" more than one box under A)
- (i)  I would like to have a list of secondary schools with NET vacancies to be sent to my e-mail address provided in Part II below.
- (ii)  I would like to request EDB to send my personal particulars and curriculum vitae (CV) to secondary schools in need of NETs in the 2024/25 school year. **I attach herewith my updated CV<sup>Note</sup> and give my consent for EDB to send my personal particulars to schools for their consideration of offering job interviews, on the following understanding:**
- i. EDB does not guarantee an appointment for me and interested schools may contact me directly for job interviews;
- ii. whether I am offered an appointment is at the full discretion of schools;
- iii. if I subsequently fail to obtain employment at another school, since my contract will not be renewed upon expiry at the end of the 2023/24 school year, I would NOT be able to return to my original school; and
- iv. all expenses incurred for attending interviews will be borne by myself.

Note: Please consider including the following information in the CV: (a) Qualifications and teaching experience; (b) Expertise and skills (including duties in the current school); (c) Type(s) of school in which my expertise could be best utilised; and (d) Other remarks, if any (e.g. preference for districts, religion of school, etc.)

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- B.  I would like to leave EDB’s central candidate pool and understand that EDB will not offer any assistance to facilitate me to find a new appointment in the 2024/25 school year. (Please proceed to Part III below.)

**Part II**

Date of Birth: \_\_\_\_\_  
                                  dd                                  mm                                  yyyy

Daytime Contact Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Part III**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Personal Information Collection Statement**

### Purpose of Collection

1. The personal data provided by you in this form will be used by EDB for one or more of the following purposes:
  - (a) Activities relating to the processing, authentication and counter-checking of employment-related matters including appointments, training and career developments, remuneration and benefits, staff relation, communications and compliance with procedures;
  - (b) Activities relating to matching of the personal data with the database of relevant Government bureaux / departments in connection with the processing, authentication and counter-checking of employment-related matters mentioned in (a) above;
  - (c) Activities relating to matching of the personal data within the database of EDB for purposes of verifying / updating records of EDB, and
  - (d) Activities relating to compilation of statistics, research and Government publications.
2. The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the form.

### Classes of Transferees

3. The personal data you provide will be made available to persons working in EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-
  - (a) other Government bureau and departments for the purposes mentioned in paragraph 1 above;
  - (b) personnel, agent, service provider or organisations engaged by EDB to provide services or advice for the purposes mentioned in paragraph 1 above;
  - (c) where you have given your prescribed consent to such disclosure; and
  - (d) where such disclosure is authorised or required under the law or court order applicable to Hong Kong.

### Access to Personal Data

4. You have the right to request access to and correction of your personal data held by EDB. Request for access or correction of personal data should be made in writing to the Controlling Officer (Data Protection) at 15/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong or email to edbinfo@edb.gov.hk.

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