



**LESOTHO**

**SCHEDULE 17**  
Regulation 18 (5)

**RECOMMENDATION FOR FILLING A CLASSROOM VACANCY**

To the Secretary, Teaching Service Commission, Private Bag A94, Maseru 100.

**Particulars of vacancy**

Name of School \_\_\_\_\_ Reg. No. \_\_\_\_\_

Date on which vacancy was reported \_\_\_\_\_

Name of previous teacher \_\_\_\_\_

Reason for leaving (death/retirement/dismissal/termination/transfer/leave)

Date on which allocation should take effect \_\_\_\_\_

**Particulars of candidates (in order of preference)**

**1<sup>st</sup> choice.** Name \_\_\_\_\_ Reg. No. \_\_\_\_\_

Present school (if any) \_\_\_\_\_

Qualifications \_\_\_\_\_ Qualification date \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

**2<sup>nd</sup> choice.** Name \_\_\_\_\_ Reg. No. \_\_\_\_\_

Present school (if any) \_\_\_\_\_

Qualifications \_\_\_\_\_ Qualification date \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

**3<sup>rd</sup> choice.** Name \_\_\_\_\_ Reg. No. \_\_\_\_\_

Present school (if any) \_\_\_\_\_

Qualifications \_\_\_\_\_ Qualification date \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4<sup>th</sup> choice.** Name \_\_\_\_\_ Reg. No. \_\_\_\_\_

Present school (if any) \_\_\_\_\_

Qualifications \_\_\_\_\_ Qualification date \_\_\_\_\_

Comments \_\_\_\_\_

**5<sup>th</sup> choice.** Name \_\_\_\_\_ Reg. No. \_\_\_\_\_

Present school (if any) \_\_\_\_\_

Qualifications \_\_\_\_\_ Qualification date \_\_\_\_\_

Comments \_\_\_\_\_

**6<sup>th</sup> choice.** Name \_\_\_\_\_ Reg. No. \_\_\_\_\_

Present school (if any) \_\_\_\_\_

Qualifications \_\_\_\_\_ Qualification date \_\_\_\_\_

Comments \_\_\_\_\_

**Duration of vacancy.**

The allocation should be (a) indefinite

(b) limited till \_\_\_\_\_ (date)

If limited, state the reasons. \_\_\_\_\_

Signed \_\_\_\_\_ Date stamp

**Secretary, Board or Management Committee**

**Note:** If a candidate who is not a serving teacher is recommended in preference to another who is serving, reasons should be given for the choice. If space is insufficient, comments may be continued on another page.