



## **Application Form**

Position Applied For	
Where did you see this advertised?	

### **Personal Details**

Surname	
Forename(s)	
Date of Birth	
Address	
Email	
Telephone: ➤ Home ➤ Work ➤ Mobile	

## Education

Subject	Level/Qualification	Date Gained

Please continue on 'Additional Info' if required.

## **Training**

Please list training and other courses undertaken relevant to this post.

Please continue on 'Additional Info' I required

## Employment Record

Name and Address	
Job Title	
Dates of Employment	
Number of Hours (Paid or Voluntary)	
Brief description of duties	
Reason for leaving	

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## **Experience/Skills**

Please write a statement in support of your application

## References

Please give details of two referees, one of whom must be your present or most recent employer. References will be taken up following a successful interview.

Name	
Position	
Organisation	
Address	
Tel:	
Can we contact prior to interview?	

Name	
Position	
Organisation	
Address	
Tel:	
Can we contact prior to interview?	

What **NOTICE** are you required to give to your current employer?

Are there any restrictions regarding your employment (e.g. Do you require a Work Permit?) **YES/NO**

*If the answer is YES to either of these questions, please supply details on a separate sheet of paper.*

**EXEMPTION UNDER THE REHABILITATION OF OFFENDERS ACT 1974  
(EXCEPTIONS) ORDER 1975**

Because of the nature of this post, it is exempt under the above and you are required to reveal all convictions, even those which are spent.

Therefore you must answer the following question:  
Have you ever been convicted of a criminal offence **YES/NO**

*If the answer is yes, you must give details of all convictions, including date, court and sentence (including conditional or absolute discharge) on a separate sheet. A previous conviction will not automatically disqualify you from appointment, but you may be asked to discuss it at interview.*

I confirm that this application was completed by me and that the information given is a true record of my status, qualifications and experience.

Signed: \_\_\_\_\_

Print  
name: \_\_\_\_\_

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



## **Additional Information**

