

**APPLICATION FORM**

PLEASE PRINT CLEARLY

**Employment required**

Position applied for:

When would you be available to start?

**Personal details**

Full name: Title:

Forename(s)

Surname:

Home address:

Postcode:

Private telephone:

Business telephone:

Email address:

Are you legally eligible for employment in the UK?      YES      NO

Do you require a work permit to work in the UK?      YES      NO

Do you require adjustments to be made for the purpose of attending and performing to your best at interview?

If so, what additional support do you require?

Do you have a relevant current driving licence?      YES      NO

Please give details of any driving offences currently under endorsement:

*Note: If you are invited to attend an interview, and your driving licence is relevant to your application, please bring it with you.*

Do you have any unspent criminal convictions (in accordance with the Rehabilitation Act 1974)? Answer YES or NO. If YES, please give details.

Some posts within the organisation are not protected by the Rehabilitation of Offenders Act 1974. You may be required to give details of all convictions, spent or otherwise.

## Employment

List below present and past employment, beginning with your **most recent** (please use a separate sheet if necessary)

Name & Address of Employer	Duration of job	Starting Salary	Leaving Salary
Telephone		£	£
		per	per
	Job Title:		
	Describe the work you did:		
Type of business :	Reason for leaving		

Name & Address of Employer	Duration of job	Starting Salary	Leaving Salary
Telephone		£	£
		per	per
	Job Title:		
	Describe the work you did:		
Type of business :	Reason for leaving		

Name & Address of Employer	Duration of job	Starting Salary	Leaving Salary
Telephone		£	£
		per	per
	Job Title:		
	Describe the work you did:		
Type of business :	Reason for leaving		



## Interests

Give details of your main interests and the depth to which these are pursued.

## Additional Information

Give any further information, which you think may assist us in considering your application.

## References

Please provide names, addresses and occupations of two referees (not relatives), one of whom **should** be your last employer, whom we may approach with regard to your application at an appropriate and later date after obtaining your permission.

Name:

Name:

Occupation:

Occupation:

Address:

Address:

Telephone:

Telephone:

I declare that to the best of my knowledge and belief the information given in this application is correct:

Signature:

Date:

## For Office Use Only

Application form evaluated by:

Date:

Comments:

Action:

Offer details: