

Position Applied For

Personal Information

Surname _____ Age (if Under 18) _____

Forename(s) _____ Title (Mr/Mrs/Ms etc) _____

Address _____

Post Code _____

Telephone No. _____ Mobile No. _____

Email Address _____ National Ins. No. _____

Do you have the legal right to take up employment in the UK? YES NODo you hold a Full Clean UK Driving Licence? YES NOGive details of any endorsements _____

_____Have you ever been convicted of a criminal offence? YES NO
(Declaration subject to the Rehabilitation of Offenders Act 1974)Please specify below details of all and any past or pending cautions or convictions.
If you have no past or pending cautions or convictions, please specify "None".

Education and Qualifications

Please list, in chronological order, details of all qualifications gained from GCSE level (or equivalent) to Degree level.

Dates (From - To)	Establishment	Qualification and Grade

Employment History

Please provide details of your previous employment, starting with your current or most recent employment first.
Any breaks in employment should be explained.

Dates (From - To)	Name & Address Of Employer	Position Held Duties & Responsibilities	Salary	Reason For Leaving

Period of Notice required in current employment _____

References

Please give details of two referees, one of whom should be your current or most recent employer or, if this is an application for your first job, your school teacher or higher or further education lecturer. The other should not be a relative. No approach will be made to your current employer before an offer of employment is made to you.

Name	Address	Telephone No.	Relationship
1.			
2.			

I certify that the information given on this form is, to the best of my knowledge, true and complete.

I accept that providing deliberately false or misleading information will result in my application being disqualified, or if I have already been appointed, dismissed.

Signature _____

Date _____