

Previous Employment (Please begin with most recent)

Previous Employer:

Address:

Type of Business:

Job Title:

Starting Date:

Finishing pay

£

per

Leaving Date:

Telephone No.

Duties / Responsibilities:

Reason for leaving:

Previous Employer:

Address:

Type of Business:

Job Title:

Starting Date:

Finishing pay

£

per

Leaving Date:

Telephone No.

Reason for leaving:

Duties / Responsibilities:

Previous Employer:

Address:

Type of Business:

Job Title:

Starting Date:

Finishing pay

£

per

Leaving Date:

Telephone No.

Reason for leaving:

Duties / Responsibilities:

Activities & Interests (include sports, hobbies, pastimes, etc.)

Additional Information

Please state your reasons for applying for this post, plus any other information in support of your application.

Skills & Experience

Outline your particular skills and experience gained in previous positions, or in activities outside of work you feel are relevant to the post you are applying

References

Please provide details of two referees (not relatives), preferably previous employers whom we may contact with regard your application

Name

Name

Occupation

Occupation

Address

Address

Telephone

Telephone

Capacity Known to you

Capacity Known to you

Have you any objection to these references being obtained prior to interview? Yes No

If offered this position do you intend to continue working in any other capacity? (give details)

Do you require any adjustments to attend interview?

Do you hold a current permit/visa to work in this country? Yes / No (give details.....)

Declaration

I declare that all the foregoing statements are true and complete to the best of my knowledge and belief, and any false information could lead to my dismissal

Signature:

Date:

TO BE COUNTERSIGNED BY PARENT / GUARDIAN IF UNDER 18.

Signature:

Data Protection.

The Data Protection Act 1998 ("The Act") sets out certain requirements for the protection of your personal information against unauthorized use or disclosure. The Act gives you certain rights.

Except to the extent we are required or permitted by law, the information which you provide in this application form, and any other information obtained or provided during the course of your application ("the information") will be used solely for the purpose of assessing your application.

If your application is unsuccessful or you choose not to accept any offer of employment we make, the information will not be held for longer than necessary, after which time it will be destroyed, although relevant information will be retained in the longer term to facilitate our Equal Opportunities Monitoring.

If your application is successful, the information will form part of your Personnel file and we will be entitled to process it for all purposes in connection with your employment. So that we may use the information for the above purposes and on the above terms, we are required under the Act to obtain your explicit consent.

I consent to the use of my personal information for the purpose and on terms set out above.

Name:

Date:
