

3. Details of relevant personal development/training courses

Course Title	Course Provider	Month/Year

4. Employment History

Please give details of relevant jobs held including part-time and unpaid work, starting with your present/last employer.

Employer (name and address)	Jobs held and main duties / responsibilities	Dates		Salary and / or grade	Reasons for leaving
		From	To		

5. Knowledge, skills and experience

Tell us how your knowledge, skills and experience meet the selection criteria as detailed in the Person Specification.
(You may find it useful to bullet point the selection criteria and give an explanation and example of how you meet these)

6. References

Please indicate two people who can provide references, one of whom must be your present / last employer. If you are a recent school or college leaver, one of your references must be from a teacher or lecturer.

Please be aware that your referees will be contacted if you are shortlisted.

Name:

Name:

Address:

Address:

Postcode:

Postcode:

Telephone:

Telephone:

Email address:

Email address:

Occupation:

Occupation:

Relationship:

Relationship:

7. Work entitlement

If you were successful in your application, would you require a work permit prior to taking up employment?

Yes

No

Tick a box

Note: It is against the law to employ a person aged 16 or over who does not have permission to live and work in the UK. You will be required to produce documentary evidence of your legal right to work in the UK before starting work with us.

8. Declaration

I declare that the information I have given is accurate and true and that I have not omitted any facts which may have a bearing upon my application. I understand that a false declaration which results in my appointment to the School will render me liable to disciplinary action, including dismissal without notice and in certain circumstances, legal action against me.

Signed:

Date:

Note: We are unable to consider unsigned application forms.

Please return your completed application form to the School.

If you have not heard from us within two weeks of the closing date, you may conclude that your application has been unsuccessful.