

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 NO

Do you hold a Full Clean UK Driving Licence? YES NO

Give details of any endorsements _____

In order to protect the public, the post you have applied for is exempt from certain provisions of the Rehabilitation of Offenders Act 1974. You are therefore required to disclose all and any past or pending cautions or convictions, whether spent or otherwise, unless it is either a "protected caution" or a "protected conviction" under the terms of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. All information provided will be kept in the strictest confidence and only used for the purpose of assessing your suitability for the post you have applied for.

Please specify below details of all and any past or pending cautions or convictions, whether spent or otherwise, except for protected 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 _____