

## Application form

POSITION APPLIED FOR .....

### Your details

First name(s) ..... Last name .....

Address .....

.....

..... Postcode .....

Telephone ..... Email .....

If you are related to an employee or trustee of Percy Community Centre please give details.

### Employment history

#### Your current or most recent employer

Job title ..... Length of time with employer .....

Employer's name .....

Address .....

..... Postcode .....

Telephone ..... Email .....

Brief outline of duties .....

.....

.....

Reason for leaving .....

## Previous employment & experience

Please tell us about other jobs you have done and about the skills you used or learned

## Education

## Qualifications and training

(Continue on a separate sheet if necessary)

## Supporting statement

Please tell us why you have applied for this job

Do you have a full driving licence?

Yes / No

Are you available to work all year or term-time only? .....

You may be asked to provide evidence of your right to work in the UK. Are there any restrictions that apply to you?

Yes / No

## Interview arrangements

Are there any dates when you will not be available for interview? .....

If you have a disability, please tell us if there are any reasonable adjustments we can make to help you in your application or with our recruitment process.

All employees will be asked to complete an enhanced DBS check. If successful you may also be required to complete a medical declaration.

## References

Please give the names and contact details of two people who we can ask to give you a reference. Ideally one should be a current or previous employer.

May we approach your referees before interview? Yes / No

### Referee 1

Name .....

Address .....

..... Postcode .....

Telephone ..... Email .....

Capacity in which known .....

### Referee 2

Name .....

Address .....

..... Postcode .....

Telephone ..... Email .....

Capacity in which known .....

When could you start working for us? .....

## Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Signature

Name

Date