



Application Form

Please complete all sections using BLACK BALL POINT PEN and *using upper and lower case letters* appropriately

WHICH JOB ROLE ARE YOU APPLYING FOR?

Please write the job role in the box

1. Personal details

Tutor Group _____

Last Name:

First Name:

Address:

Postcode:

Home Telephone No.

Daytime Contact No.

E-mail address:

4. Achievements

Please give details of any achievements you have attained either in or out of school

5. Employment History or Voluntary Work

Previous Employment/ Volunteering: Please include any previous experience including Work Experience (paid or unpaid), starting with the most recent first.

Name of Employer:

Address:

Postcode:

Position Held:

Date Started:

Reason for leaving:

Brief description of duties:

Name of Employer:

Address:

Postcode:

Position Held:

Date Started:

Reason for leaving:

Brief description of duties:

6. Suitability for the role:

Using your chosen job description, please give an account of relevant experiences, skills and abilities, or any knowledge you have to support this application. Please use an additional sheet if necessary.

7. References

Please give the names and addresses of your two most recent employers (if applicable). If you are unable to do this, please give name of your head of year and form tutor.

Reference 1	Reference 2
Name: Job Title: Organisation: Address: Contact No: Email: How is this person known to you: Do you wish to be consulted before this referee is approached: Yes <input type="checkbox"/> No <input type="checkbox"/>	Name: Job Title: Organisation: Address: Contact No: Email: How is this person known to you: Do you wish to be consulted before this referee is approached: Yes <input type="checkbox"/> No <input type="checkbox"/>

8. Declaration

Statement to be Signed by the Applicant

Please complete the following declaration and sign it in the appropriate place below. If this declaration is not completed and signed, your application will not be considered:

All information will be kept in strict confidence in accordance with the Data Protection Act 1998.

I confirm that all the information given by me on this form is correct and accurate and I understand that if any of the information I have provided is later found to be false or misleading, any offer of employment may be withdrawn or employment terminated.

Signed:

Date: