**APPLICATION FOR EMPLOYMENT**

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| **Position applied for** |

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| Name |  |
| Address |  |
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|  |  |
| Postcode |  |
| Date of Birth |  |
| Telephone |  |
| Mobile |  |
| e-mail |  |

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| **Education details** | **Qualifications gained** |
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| **Employment History (most recent first)** |

*Please explain any breaks in employment – on a separate sheet if necessary*

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| **Dates employed**  **from to** | | **Name and address of employer** | **Job title** | **Reason for leaving** |
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| **Application form continued…** | **2nd of 2 pages** |

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| **Interests and Hobbies:** |
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| **Driving Licence details (e.g. full, provisional, none) (include any endorsements/endorsements pending. Only to be completed if the job you are applying for requires you to drive)** |
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| **References** | |
| Please give names and addresses of two references (referees will not be contacted before an offer of employment is made and are usually your current employer, or if you are not in employment we will accept character references from individuals who have *known you for more than two years*) | |
| 1. | 2. |
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| **Criminal Record: List any criminal convictions**  **(Those considered ‘spent’ under the terms of Rehabilitation of Offenders Act 1974 do not need to be disclosed)** |
| Have you ever been convicted of a criminal offence or been subject to any conditional discharges, bindovers  or cautions, or are any such proceedings pending? Yes / No (if Yes, give details below) |
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| **Other Information. (This information will only be used to make reasonable adjustments for interview)** |
| Do you consider yourself to be disabled? Yes / No |
| If Yes, please detail any reasonable adjustments you are aware of that you would like the Trust to consider: |
| If you are not a British National do you have permission to work in the UK? Yes / No |
| If Yes, you will need to produce evidence of your entitlement to work in the UK before taking up your post if your application is successful. |
| N.B. A Criminal Records Disclosure will be required before any position can be offered. The level of disclosure will be dependant on the position applied for. The applicant may be required to pay the disclosure fee\*.  *\*On completion of six months satisfactory employment, the fee will be refunded. Yes / No* |

* I confirm that information contained herein is accurate and true.
* I understand that any discrepancies or misleading information may lead to termination of my employment or offer of employment being withdrawn.
* I hereby give my consent to the Trust processing the data supplied on this application for the purpose of recruitment and selection.
* I authorise you to obtain references from the above.

Signed………………………………………………………………………..Dated…………………………………………….