



## CONFIDENTIAL APPLICATION FOR EMPLOYMENT



**POSITION APPLYING FOR:** \_\_\_\_\_

Please complete ALL sections of this Application Form.

Mr / Miss / Mrs / Ms	Surname:
Forename(s):	Maiden Name:
D.O.B:	Tel No:
Email:	Mobile No:
Address:	
Postcode:-	
Nationality:	Teacher No: <span style="float: right;">(if applicable)</span>
National Insurance Number:	Current Driving Licence:
	Details of any Endorsements:

Secondary School:	Qualifications Gained:	Date Obtained:

Colleges / Universities:	Qualifications Gained:	Date Obtained:

Other Training:	Organising Body:	Date Attended:

You will be asked to supply qualification certificates for any qualifications noted on the application form.

EMPLOYMENT HISTORY – Starting with the most recent employment, please complete your employment history from the date you left school. Please use an additional sheet if required.

Date From – To:	Name & Address of Employer:	Job Title and Duties:  Salary: £	Reason for Leaving:
		Salary: £	
		Salary: £	
		Salary: £	
		Salary: £	

Please give full employment history from leaving school and explain all gaps

Notice required in current post:

Have you ever been dismissed, disciplined, or asked to resign by your employer? If yes, please give details:

Are you related / associated with any other employee of Scarisbrick Hall School? If yes, please give details:

The work for which you are applying is excluded from the operation of section 4 (2) of the Rehabilitation of Offenders Act. You should therefore state on your application any convictions you have, spent or not. If you fail to provide any of these details and are employed, the omission may lead to your dismissal. Any information given will be treated as strictly confidential. The information will be considered only in relation to posts which are excluded from the operation of the 1974 Act by Rehabilitation of Offenders Act 1974 (Exemption) order.

I understand that in order to comply with the DCFS guidelines regarding the employment of someone with substantial access to children, the prescribed enquiries will be made.

Have you any criminal convictions or pending convictions?	YES	NO
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Have you ever been referred or included on the ISA Register? (Vulnerable Adults Barred List)	YES	NO
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If yes to any please give details:

Signature.....

**General Comments:**

Please detail your specific reasons for this application, your main achievements to date, and the strengths you would bring to this post, continue on a separate sheet if necessary:

Leisure: Please note here your leisure interests, sports and hobbies, other pastimes etc:

1. Reference (most recent employer):	Address:       Postcode:
Name:	
Status / Relationship:	
How long have you known above:	
Tel No:	
Mobile No:	
Email:	

2. Reference: (former employer/character)	Address;       Postcode:
Name:	
Status / Relationship:	
How long have you known above:	
Tel No:	
Mobile No:	
Email:	

3. Reference: (former employer/character)	Address:       Postcode:
Name:	
Status / Relationship:	
How long have you known above:	
Tel No:	
Mobile No:	
Email:	

Please give employer references wherever possible, please state if character reference is given. Further references maybe requested.

Do you have a disability? Yes / No If yes please give details and any special needs in relation to your disability:

Do you have the physical and mental health to carry out the position that you are applying for:  
Yes/No

Declaration (Please read this carefully before signing this application)

It is understood and agreed that any misrepresentation by me on this application form will be sufficient cause for cancellation of this application and/or termination from the employer's service if I am employed.

I give the employer the right to investigate all of the references and to secure additional information about me, if job related. I hereby release from liability the employer and its representatives for seeking such information and all other persons, corporations or organisations for furnishing such information.

Applicant's signature.....Date.....