**Application Form**

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| Vacancy Details |
| Job Title |  |
| Establishment | **LVLC - Leamington Vineyard Learning Centre** |

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| Personal Details |
| Surname(s) |    |
| Forename(s) |    | Title |  |
| Previous Names |      | NI Number |  |
| Home Address |    |
| Home Tel. No. |    | Mobile Tel. No. |       |
| Email Address |    |

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| Employment History |
| Provide details of your employment history, starting with your most recent / current employer and working backwards. Please give explanation of any gaps in your employment history, and include your reasons for leaving each role. You should include both paid and voluntary roles. Continue on a separate sheet if necessary. |
| Employer - 1 |   |
| Job Title |   |
| Start Date |   | End Date |   |
| Reason for Leaving |   |
| Address of employer / brief details of duties and responsibilities  |  |
|  |
| Employer - 2 |    |
| Job Title |    |
| Start Date |    | End Date |    |
| Reason for Leaving |    |
| Address of employer / brief details of duties and responsibilities  |  |
|  |  |
| Employer - 3 |   |
| Job Title |   |
| Start Date |    | End Date |   |
| Reason for Leaving |       |
| Address of employer / brief details of duties and responsibilities  |  |
|  |
| Employer - 4 |  |
| Job Title |   |
| Start Date |       | End Date |  |
| Reason for Leaving |  |
| Address of employer / brief details of duties and responsibilities  |  |
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| Education |
| Provide details of your education history, starting with your most recent / current experience and working back. Please account for any gaps in your education history. Continue on a separate sheet if necessary. |
| Establishment |   |
| Start Date |  | End Date |  |
| Education Type (e.g. Degree) |  |
|  |  |
| Establishment |   |
| Start Date |   | End Date |    |
| Education Type (e.g. Degree) |   |
|  |  |
| Establishment |  |
| Start Date |  | End Date |  |
| Education Type (e.g. Degree) |  |
|  |  |
| Establishment |  |
| Start Date |    | End Date |     |
| Education Type (e.g. Degree) |  |

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| Qualifications / Training |
| Provide details of your qualifications which are relevant to the job. Continue on a separate sheet if necessary. |
| Type / Level | Subject | Date Obtained | Result |
|       |       |  |       |
|       |       |       |       |
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| References |
| Please give details of two referees, one of which must be your most recent employer/education provider, and the second your Church Minister/Leader. We are required to seek references prior to interview. |
| Surname(s) |    |
| Forename(s) |  | Title |  |
| Job Title |    |
| Address |    |
| Telephone No. |    |
| Relationship to you |  |
| Email Address |  |
| Can we seek this reference without further consent from you? |  Yes  | No |
|  |  |  |
| Surname(s) |    |
| Forename(s) |  | Title |  |
| Job Title |  |
| Address |  |
| Telephone No. |  |
| Relationship to you |  |
| Email Address |  |
| Can we seek this reference without further consent from you? |  Yes | No |

**Please continue to the next page.**

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| Personal Statement |
| Provide any additional information or comments you wish to bring to the attention of the selection panel. In this section you must ensure you demonstrate fully how you meet each of the criteria set out in the person specification of the post you are applying for including any experience, skills and abilities that you have gained, both in work and outside paid work such as voluntary / community work. You may find it helpful to address each of the criteria in turn. Continue on a separate sheet if necessary. |
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| Additional Questions We positively encourage applications from disabled people who have the necessary skills and experience for the job. For disabled people who are able to show they meet the essential requirements for the job, we are pleased to guarantee an interview. If you have a disability, please outline below any reasonable adjustments you require for interview and / or to help you in this job. |
| Do you consider yourself to be disabled? | Yes | No |  |
| Do you require reasonable adjustments for your interview? | Yes | No |  |
| If YES, provide details. |  |
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| Do you have a conviction which is not spent under the Rehabilitation of Offenders Act 1974? If you are applying for a post which requires an Enhanced Disclosure & Barring Service (DBS) Check most convictions remain unspent and you must declare them. However the amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website. | Yes | No |  |
| If YES, provide details. You may provide this information separately from your Job Application Form.  |  |
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| Provide details of any memberships you have with any organisation that may be relevant to the job you are applying for. |  |
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| Declaration |
| With this application, I hereby consent to the information in this form being retained for recruitment, selection and employment related purposes only. I declare that all statements I make in this application are true and, to the best of my knowledge and belief, that I have not withheld or omitted any relevant information. I understand that it is an offence to make any false statements or omit any information, and I am liable to have my application rejected, or if appointed, liable to be dismissed. |
| Signature\* |  | Date |    |
| \*please type your name here if this form is emailed. |

**For queries about the role, your application or to submit this form, please use the details provided in the advertisement.**