**Application for Employment**

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| --- | --- |
| Application for the Post of: |  |

**Part A -** Information for shortlisting and interviewing

|  |  |  |  |
| --- | --- | --- | --- |
| Initials |  | Surname or Family Name |  |

**Current Employment**

|  |  |
| --- | --- |
| Name and address of current or most recent employer: |  |
| Job Title: |  |
| Main Duties and description of role: |  |
| Date Appointed: |  |
| Leaving Date: |  |
| Leaving Salary: |  |
| Reason for Leaving: |  |

**Employment History**

Please provide a full history in date order, most recent first, since leaving full time education.

|  |  |
| --- | --- |
| Name and address of employer: |  |
| Job Title: |  |
| Main Duties and description of role: |  |
| Date Appointed: |  |
| Leaving Date: |  |
| Reason for Leaving: |  |

|  |  |
| --- | --- |
| Name and address of employer: |  |
| Job Title: |  |
| Main Duties and description of role: |  |
| Date Appointed: |  |
| Leaving Date: |  |
| Reason for Leaving: |  |

|  |  |
| --- | --- |
| Name and address of employer: |  |
| Job Title: |  |
| Main Duties and description of role: |  |
| Date Appointed: |  |
| Leaving Date: |  |
| Reason for Leaving: |  |

**Please copy this page of the application form as many times as is required to complete a full employment history**.

**Qualifications**

|  |  |  |
| --- | --- | --- |
| Name and address of secondary school | Dates  From – To | Qualifications gained (incl grades) |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| Name and address of College or FE establishment | Dates  From – To | Qualifications gained (incl grades) |
|  |  |  |

Please use the following section to tell us about any other relevant qualifications or training you have undertaken that would be relevant to the job you are applying for.

|  |  |  |
| --- | --- | --- |
| Name and address of College or establishment | Dates | Qualifications gained (incl grades) |
|  |  |  |

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| --- |
| **Interests**  Please give details of any outside hobbies, interests or other information which you feel will support your application. |
|  |
| **Supporting Statement**  Please give your reasons for applying for this position. Include details of any experience you have which would enable you to carry out this role. |
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