**APPLICATION FORM**

**Please complete in black ink**

|  |
| --- |
| **POST:** |

1. **Personal Details**

|  |  |
| --- | --- |
| **Title** |  |
| **First Names** |  |
| **Surname** |  |
| **Address** |  |
| **Tel number** |  |
| **Mobile number** |  |
| **Work Tel number** |  |
| **Email address** |  |
| **Previous names (Maiden)** |  |
| **Do you hold a full UK driving licence?** |  |
| **Do you have the use of a car for work?** |  |
| **Do you require a work permit?** |  |
| **Do you hold a Valid First Aid Certificate? If so please provide the name & date of qualification and also name of qualification & training organisation.** |  |

1. **Education (Secondary, Further and Higher)**

|  |  |  |  |
| --- | --- | --- | --- |
| Establishment Name & Town | From | To | Qualifications / Grade |
|  |  |  |  |
|  |  |  |  |

**3. Career Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Present Employer | From | Salary / Scale | Position Held |
|  |  |  |  |

**As far as possible all previous employers must be listed in chronological order beginning with the most recent. Please identify any gaps in employment.**

|  |  |  |  |
| --- | --- | --- | --- |
| Previous Employer(s) | From | To | Position Held |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**4. Availability**

|  |
| --- |
| Date available to start or notice period: |

**5. References**

Please provide the names and addresses of TWO referees, one of whom should be your present (or most recent) employer. Referees should have known you for at least two years but must not be related to you.

|  |  |
| --- | --- |
| **Name** | **Name** |
| **Position** | **Position** |
| **Address** | **Address** |
| **Tel number** | **Tel number** |
| **Email address** | **Email address** |

|  |
| --- |
| **Have you any relationship to any member of staff or Governor of Warminster School? (give details as necessary)** |
| **Please state the publication in which advertisement was seen:** |
| **Please Note:** Deliberate omission or falsification could lead to disqualification of your application or later dismissal, if appointed.  The appointment is subject to satisfactory evidence of medical fitness and police clearance.  If your application is successful, some of the information you give will be used to compile your personal file and will be stored on a confidential file, and in a computer. |
| *I certify that my replies are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statements or withhold any relevant information this may result in subsequent dismissal or the withdrawal of any offer of appointment.*  **Signature: Date:** |

***It is the School’s policy to employ the best-qualified employee for each position and not to discriminate against any person because of race, colour, national origin, sex, marital status or disability.***