**APPLICATION FORM**

|  |  |
| --- | --- |
| **Post applied for:** |  |

*This role is exempt from the Rehabilitation of Offenders Act 1974 and we are committed to safeguarding and protecting the people within our care. Therefore, the candidate will be required to undergo an enhanced DBS check and an offer of employment will be subject to successful clearance.*

|  |
| --- |
| **Personal Details** |
| **Name** |  |
| **Date of Birth** (optional) |  |
| **Address** |  |
|  |  |
| **Telephone No.** |  |
| **Email** |  |

|  |  |
| --- | --- |
| **Schools Attended** | **Qualifications Attained** |
|  |  |
| **Colleges/Universities Attended** | **Qualifications Attained** |
|  |  |
| **Training** | **Courses Attended and/or Qualifications Attained** |
|  |  |
| **Please give details of any membership of any technical or professional bodies** |
|  |

**Please include an explanation for any gaps in your employment history**

|  |  |  |  |
| --- | --- | --- | --- |
| **Employers Name** | **Job Title** | **Duties** | **Reason for leaving** |
|  |  |  |  |

|  |
| --- |
| **If you are currently employed, how much notice do you need to give your employer to terminate your employment?** |
|  |

|  |
| --- |
| **HOBBIES AND INTERESTS** |
|  |

**SUITABILITY**

|  |
| --- |
| **Why have you applied for this job and why do you feel you would be the preferred candidate?** |
|  |

**REFERENCES**

Please supply two references, preferably from your last two employers. If you do not have two previous employers, then you may provide personal references, but they must not be from family or close friends.

|  |  |  |
| --- | --- | --- |
| **Name** | **Address (including telephone number and email)** | **Position** |
|  |  |  |
|  |  |  |

**Are we able to approach the referees for a reference before an offer of employment is made?**

I confirm that the above information supplied by me is a true, accurate and factual representation. I also declare that any CV submitted with this application is also a true, accurate and factual representation.

I understand that if I have lied or mislead you in any way, any offer of employment will be withdrawn, or my employment terminated.

I am aware the details provided will be held in confidence by The Nursery to enable them to assess the application and to help monitor their recruitment and selection process in compliance with current Data Protection legislation.

**Signed (electronic signature acceptable):**

**Date:**

Please advise us if there are any special circumstances, we may need to consider to enable you to attend an interview with us.