Please return the completed form to the address at the bottom of the page Pages 1 - 3 will not be available to any Preselection panel



Initial(s) of First Name	Surname		
Post applied for		Ref No	
		1.0	

#### References

Please give details of two referees, one of whom should be your most recent Employer. You must also give details of your current HR Department. If you are short-listed for interview, we will contact your referees as stated. However, please indicate in the boxes below if you do not wish us to do this. All references will be taken up if you are offered the position.

	Most Rec Employer		Second Ref	eree	Current HR	R Dept
Contact Name						
Job Title						
Name and Address of Organisation						
Telephone						
Fax						
e-mail						
Can we approach before interview?	Yes □	No □	Yes □	No □	Yes □	No □

#### **CURRENT EMPLOYMENT**

Name and Location of Organisation	Dates From-To	Position	Reason for Leaving
Period of Notice:		Current Salary:	

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## **EMPLOYMENT HISTORY (MOST RECENT HISTORY FIRST)**

Name and Location of	Dates	Position and Salary	Reason for Leaving
Organisation	From-To	Details	

## PROFESSIONAL MEMBERSHIP / QUALIFICATIONS

Organisation	Date	Level

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### **EDUCATION & QUALIFICATIONS (MOST RECENT HISTORY FIRST)**

Name and Address of Institution	Dates From-To	Course	Grade

### **TRAINING (MOST RECENT HISTORY FIRST)**

Dates From-To	Course	Grade

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**FURTHER INFORMATION** (please refer to the person specification and job details in order to provide relevant examples of evidence to highlight your skills, knowledge and abilities. For Academic posts, please also provide details of any publications. Continue on a separate sheet if required)

Please sign below to confirm all the information you have given is true. Also by signing, you give permission for us to process and retain your information, in accordance with the Data Protection Act 1988.

Signed Date

Thank you for your application