



APPLICATION FORM / PART 1 (ACADEMIC)

IMPORTANT: Please complete Part 1 and Part 2 of the application form and attach your Curriculum Vitae including a full list of publications where relevant, a covering letter and any documents specifically requested in the Role Description and Person Specification, such as a sample of written work or journal article.

* Please note that Part 1 and Part 2 of the application should be submitted as separate attachments.

Application for the post of:	Faculty/Service:	Reference No:
Surname:	All Initials:	
Address:	Home Telephone No:	
	Mobile Telephone No:	

Education and Qualifications: Please give details of education and qualifications obtained from Secondary School, Further and Higher Education, with most recent first.

Place of Study	Dates	Qualification Please state subject and grade. You may be required to provide original documents of relevant qualifications

Membership of Professional Bodies/Professional Qualifications

Name of Professional Body	Dates	Category/Grade of Membership Please state method of study

Work Related Training: Please give details of any courses or specialist skills training you have undertaken.

Organising Body	Dates	Course Title/Subject



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Present Employment, or Most Recent if Unemployed

Your Job Title:		Salary:
Date Commenced:	Notice required:	
Employer's Name and Address and Nature of Business:	Where relevant give reason for leaving and date left:	
Please give brief description of your duties:		

Previous Employment: Please start with your most recent employment first.

From/to Month/year	Employer's name, location and nature of business	Job title, outline of duties and reason for leaving – If part-time, state hours worked



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Have you ever been dismissed from any employment?

Yes No

If yes, give details

REFERENCE/CONTACT WITH PRESENT AND RECENT EMPLOYERS: Please give the name, address, telephone numbers and e-mail addresses of two people who have agreed to act as referees for you. One should be your most recent or present employer with whom contact can be made to verify the details of your present or most recent employment. This person should be in a management or supervisory position.

The other should be a recent employer or if you do not have a suitable employment referee please provide the details of a person willing to provide you with a character reference. We will contact both referees if you are successful at interview.

An offer of employment will be subject to the satisfactory completion of all pre-employment screening checks.

Referee Name:	Referee Name:
Position:	Position:
Organisation:	Organisation:
Address:	Address:
Telephone No:	Telephone No:
E-mail Address:	E-mail Address:

Now download and complete Application Form Part 2, Personal Information and Equal Opportunities. Please submit both forms as separate attachments/documents. The Application Form Part 2 is not available to the selection panel.