

DIOCESE OF NOTTINGHAM



Nottingham Roman Catholic Diocesan Trustees Registered Charity Number 1134449

Willson House, Derby Road, Nottingham NG1 5AW

Tel: 0115 953 9800 Fax: 0115 953 9805

(Please return this to the address advised which will not necessarily be the one above).

CONFIDENTIAL APPLICATION FOR EMPLOYMENT FOR

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1. APPLICATION FOR

Full-time Part-time Home work

Available (give date)

Have you done this kind of work before? Yes No

Salary expectation £ p.a.

2. PERSONAL DETAILS

Name

Address

Telephone numbers

Home

Work

Mobile

Email

3. EDUCATION

Schools attended from age 11

Examinations (subjects/results)

Further education and training

Examinations (subjects/results)

4. EMPLOYMENT

Present/last employer

Address

Job Title

Commencing date

What were you required to do?

Reason for leaving

Finishing pay £ per week/month/year.

May we approach them for a reference at this application stage Yes No

Next most recent employer

Address

What were you required to do?

Reason for leaving

From To

Next most recent employer

Address

What were you required to do?

Reason for leaving

From To

5. GENERAL

Have you ever been convicted of a criminal offence? (Declaration subject to the Rehabilitation of Offenders Act 1974) (Give details) Yes No

Membership of professional organisation(s)

If offered this position will you continue to work in any other capacity (Give details) Yes No

6. WORK PERMITS

Are there any restrictions to your residence in the UK that might affect your right to take up employment in the UK?

Yes No

If you are successful in your application would you require a work permit to work in the UK?

Yes No

7. HEALTH

Please describe any reasonable adjustments which you feel should be made to the recruitment process to assist you in your application for the job

8. INTERESTS/HOBBIES

(include details of offices held)

9. REFEREES (other than employment)

Please advise how they know you and if there is any reason why a reference may not be taken up at this application stage.

10. OTHER RELEVANT INFORMATION

Is there anything else which might affect our decision to offer you employment?

I confirm that the information given on this form is, to the best of my knowledge, true and complete. Any false statement may be sufficient cause for rejection or, if employed, dismissal.

Signature

Date