



Application For Appointment

Post:	
Applicant's Name:	

To be completed in type of Block Letters:

1 Personal Details

Surname	
Forename	
Address	
Daytime Telephone	
Evening Telephone	

Date of Birth		Nationality	
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2 General Education

Please give details of full time secondary education:

Dates		School	Exams Passed & Grades
From	To		

3 Further Education and Training

Please give details of any studies undertaken since leaving school including training courses in industry:

Dates		University, College, etc	Type of course or subjects studied with Qualification or Grades
From	To		

4 Previous Employment History

Please give details of previous employment, starting with your most recent or current employer:

Dates		Employer & Address	Position Held & Main Duties
From	To		

5 Medical History

(a) Have you been absent from work due to illness for more than two weeks in the past twelve months?
(b) Are you a registered disabled person?
(c) If you have a disability or health problem, please give details below.

Should you wish to withhold such information as being sensitive or medically confidential, please indicate and arrangements could be made for a doctor to contact your General Practitioner with your consent. You may be required to be medically examined.

6 General Information

(a) Do you have any other paid employment outside that listed at 4(a)? If so, please give details.
(b) Do you have any commitments for which you would seek time off from work? (eg. Military reserve, local government or other public service, trade union activity)
(c) Do you have any outside interests, hobbies, etc.?
(d) Do you have any criminal convictions (see notes below)?
(e) Where did you see the job advertised?

Note 1. Many positions at Deen City Farm involve working with children and it is likely that the successful applicant will be asked to undertake a Criminal Records Bureau check.

Note 2. This job is exempt from the provisions of section 4 (2) of the Rehabilitation of Offenders Act (exceptions) order 1975. You are not therefore entitled to withhold information about convictions which for other purposes are spent.

Note 3. If you have been convicted of a criminal offence, please put the details in a sealed envelope and include it with your application. This will only be opened if you are short listed, and the contents will remain confidential. Otherwise, it will be returned to you.

7 Two Referees

The successful applicant will be offered the position subject to two satisfactory references.

Name		Name	
Address		Address	
Telephone		Telephone	
Occupation		Occupation	
Relationship to Applicant		Relationship to Applicant	

