

Yarburgh Community Preschool

Job Application Form



Job applied for:

About You:

Title: *(please delete)* Mr / Mrs / Miss / Ms

Surname:

First Name(s):

Address:

Postcode:

Home telephone:

Mobile:

Email address:

Date of Birth:

National Insurance Number:

Are you eligible to work in the UK ?

Yes / No

If appointed how soon could you start the job?

Your education, training and development *(continue on additional sheet if necessary)*

| Year | School/College/Organisation | Qualifications gained | Grade |
|------|-----------------------------|-----------------------|-------|
| | | | |
| | | | |
| | | | |

Present or last job *(they will be contacted for a reference)*

Employer's full name and postal address:

Post held:

Salary:

Name of Reference contact:

Date started:

Phone Number:

Date left (if appropriate):

Email address:

Please give a brief description of your duties and responsibilities:

Previous jobs – starting with most recent *(continue on additional sheet if necessary)*

Dates

Employer

Duties Undertaken

Dates

Employer

Duties Undertaken

Please tell us why you would like this job.

You might like to tell us about why this is your chosen career, how you meet the person specification etc.

Please tell us about your relevant experience and knowledge

Additional References

Please give the name and address of two referees who can comment on your suitability for this post, in addition to your present or last employer above who will also be contacted. If you were known by a different name please state this. References from relatives are not acceptable.

Referee 1

Name:

Position:

Address:

Postcode:

Email Address:

Telephone no:

How do they know you?

Referee 2

Name:

Position:

Address:

Postcode:

Email Address:

Telephone no:

How do they know you?

Declaration

I declare that the information I have given on this form is correct and complete. False or misleading statements may be sufficient grounds for cancelling any agreements made, or for disciplinary action to be commenced. I give my consent for the referees above to be contacted.

Signed:

Dated: