

# St Oswald's Church, Sowerby - Job Application Form

Post Applied for:

Closing Date:

Interview Date:

Please complete this form in full. CVs are not accepted - you must complete this form in full. We will use the information you provide to decide whether or not to invite you for interview. Applications received after the closing date will not be considered.

The information you supply on this form will be treated in confidence.

## Section 1 Personal details

Last Name:

First Names:

Address:

Postcode:

National Insurance Number:

Home Telephone:

Daytime Telephone:

Mobile Telephone:

E-mail address:

Date of birth:

Do you have the right to work in the UK? Yes No

If you are successful you will be required to provide relevant evidence of the above details prior to your appointment.

## Section 2 Declaration

### Statement to be signed by the Applicant

I declare that the information I have provided on this form and all other documents I provide is true and accurate, and in particular that I have not omitted any material facts that may have a bearing on my application. I understand and accept that any subsequent contract of employment will be made on the basis of the information I have provided. Furthermore, I understand and accept that a false declaration that results in my appointment will render me liable to dismissal without notice.

Signed:

Date:

## Section 3 Present Employment

**Present Employment** (If now unemployed give details of last employer)

**Name of Employer:**

**Address:**

  
  

**Postcode:**

**Post Title:**

**Date of Appointment:**

**Salary:**

**Department / Section:**

**Brief description of duties:**

**Period of Notice:**

**Last day of service**

(if no longer employed):

**Reason for leaving**

(if no longer employed):

## Section 4 Previous Employment

**Previous Employment** (most recent employer first). When you have a gap in your employment history give a brief explanation and say what you did during that time. Please cover the last 10 years.

**Name of Employer:**

**Address:**

**Postcode**

**Position Held:**

**Start date:**

**End date:**

**Summary of duties:**

**Name of Employer:**

**Address:**

**Postcode**

**Position Held:**

**Start date:**

**End date:**

**Summary of duties:**

**Name of Employer:**

**Address:**

**Postcode**

**Position Held:**

**Start date:**

**End date:**

**Summary of duties:**

Continue on a separate sheet if necessary

## Section 5 Education

Qualifications obtained from schools, colleges and universities. Please list highest qualification first:

School, college or university	Courses and dates	Qualifications and grades obtained

Continue on a separate sheet if necessary

## Section 6 Training and Development

Please give details of any training and development courses or non-qualifications courses which support your application. Include any relevant on the job training as well as formal courses.

Title of training programme or course	Dates and duration of course

Continue on a separate sheet if necessary



## **Section 7      Personal Statement**

Please use this section to explain in detail how you meet the requirements of the person specification. Include a statement about your relationship with Jesus Christ and your practical experience of working with children and/or young people in a church context. If you are or have been involved in voluntary/unpaid activities, please also include this information.







## Section 8 Protecting Children and Vulnerable Adults

Because of the nature of the work for which you are applying you are required by the Rehabilitation of Offenders Act 1974 to declare all criminal convictions including those which for other purposes are 'spent' under the provisions of the Act. In the event of employment, failure to disclose such convictions could lead to disciplinary action being taken. Any information given will be treated in the strictest confidence and used solely in relation to this application. Any job offer will be subject to a satisfactory enhanced check from the Disclosure and Barring Service (DBS).

Do you have any criminal convictions or police cautions? Yes No

If yes, please give details / dates of offence(s) and sentence:

Continue on a separate sheet if necessary

Are you aware of any police enquires undertaken following allegations made against you, which may have a bearing on your suitability for this post? Yes No

## Section 9 References

Please give the names and addresses of two referees. One should be your most recent employers. One should be your current or most recent church leader.

Reference 1		Reference 2	
<b>Name:</b>		<b>Name:</b>	
<b>Job title:</b>		<b>Job title:</b>	
<b>Relationship:</b>		<b>Relationship:</b>	
<b>Organisation:</b>		<b>Organisation:</b>	
<b>Address:</b>		<b>Address:</b>	
	Postcode		Postcode
<b>Telephone:</b>		<b>Telephone:</b>	
<b>E-mail:</b>		<b>E-mail:</b>	

Are you willing for this referee to be approached prior to the interview? Yes No

Are you willing for this referee to be approached prior to the interview? Yes No