

Previous work experience

List

your experience in order, beginning with the most recent

Dates of employment		Organisation (include number of employees if not an educational institution)	Job title and main role(s)	Full or part time? If part-time, give % full time (eg 0.5)
From (D/M/Y)	To (D/M/Y)			

Education and qualifications

a) Secondary education

Qualification(s)	Subjects	Level/grade

b) Completed further and higher education and professional qualifications, giving highest qualification first. If period of study was longer than normal to obtain the qualification, explain (eg part-time study)

Period of study		Academic qualification(s)	Subject(s)	Level/grade	Institution/Provider
From D/M/Y	To D/M/Y				

From D/M/Y	To D/M/Y	Professional qualification(s)	Subject(s)	Level/Grade	Institution/provider

c) Further/higher education/professional qualification(s) currently being undertaken

Qualification/Level	Subject(s) and method of study (eg full-time, part time, distance learning)	Exam/end date	Institution/provider

Membership of professional bodies

Professional body	Period of membership	Grade obtained

Further information in support of your application

(continue on separate sheet if necessary)

Please provide any further evidence of the extent to which you meet each of the selection criteria specified for the job. Of particular interest would be: how you have kept your knowledge and skills up to date; examples of your achievements; any professional activity; and training (subject and level).

Availability

Interviews are normally held within four weeks any closing date. It is not normally possible to alter dates to suit individuals. If you will not be available during that period due to unavoidable circumstances, please give the dates.

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Please complete the following form requesting personal details. Is it essential for processing your application.

Confidential

(* delete as applicable)

Post title	Post ref no (see advertisement)
Faculty/Department	Location

Personal information

Surname	Given names	Title
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Address	
	Post code
Tel no (day) May we contact you at work? Y/N*	Tel no (evening)
National Insurance no	DFE ref no (if applicable)

References

Please refer to the notes for guidance and give details below of two relevant referees

Name	Name
Position	Position
Working relationship and date(s)	Working relationship and date(s)
Address	Address
Post code	Fax no
Tel no (day)	Tel no (day)
May we contact this referee prior to interview? Y/N*	May we contact this referee prior to interview? Y/N*

Are you related or do you know any of our current employees?	Yes	No
If yes in What capacity		
Please provide Name of Relative/Aquaintance		

Other employment

Please give details of other paid employment you intend to continue if offered the job. This information is required to ensure working hours do not exceed the statutory limit of 48 hours per week averaged over 17 weeks.

Employing organisation	Job title	Hours per week	Weeks per year

Equal opportunities monitoring information

