



Application for Employment

All Information will be treated as strictly confidential and no approach will be made to any person without your permission. Please print clearly.

General information

Position applied for:

If you were successful in obtaining this position, would you continue in any other employment? Yes / No

Is your ability to perform this job limited in any way? Yes / No. If yes, how could we help you to overcome these limitations?

Personal Details

Title: Forename(s) :

Surname:

Any former names used:

Dates used:

Home Address:

Postcode:

Email address:

Home Telephone:

Mobile:

Date of Birth:

Education and Training: Please continue on a separate sheet if necessary

School, College etc	Dates	Qualification and grade

Previous Employment History (Please start with most recent employment)

Name and address of employer	Dates	Job title and role	Reason for leaving

Please give details of any breaks in employment history:

Absences:

Please list any absences from work in the last 24 months and the reasons why? Do not include holiday entitlement.

Previous relevant experience and personal skills:

Please give details of your personal qualities and experience which you believe are relevant to your suitability for this post and how you meet the person specification. In addition, please detail any further information you have that you wish to put forward in support of this application:

Driving licence

Current Driving Licence? Yes / No If yes, give details

Current endorsements? Yes / No If yes, give details

Any prosecutions pending? Yes / No If yes, give details

Additional information

Please disclose below if you have any relationship to any current or previous employees or customers of the nursery. If none, please state 'NONE' below

Please give details of any disciplinary hearings or safeguarding concerns you have been subject to including those in which the penalty is time expired. Please give details of the outcome.

Criminal convictions:

Please list any criminal convictions, including spent convictions. If none, please state 'NONE'

Any prosecutions pending? If yes, give details

I declare that I am not on the DBS barred list, disqualified from work with children or subject to sanctions imposed by a regulatory body. I do not have any convictions, cautions or bindovers or have provided these in a sealed envelope attached to this application marked 'confidential'.

Signed:

Print name:

Date:

The company supports defined safeguarding policies.
This position will be subject to an enhanced Disclosure and Barring Service (DBS) check.
Information provided is confidential and only considered in relation to this application.

References:

Please supply two professional references, with one being your current/most recent employer. To support company safeguarding procedures, we will not accept personal references from relatives or friends. Please note if you are shortlisted for interview we may approach referees for information to verify experience or qualifications prior to interview. Please state below if you do not wish us to contact referees prior to interview.

Name and Address:

Name and Address:

Postcode:

Postcode:

Telephone:

Telephone:

Declaration:

The above information is true. I understand that any job offer made on the basis of untrue or misleading information may be withdrawn or my employment terminated.

Sign:

Date: