



<b>4. Education, Training and Qualifications</b> Qualifications obtained (including professional qualifications)		<b>Qualification level</b>	<b>Date undertaken</b>	
<b>5. Employment Details (please begin with your current / most recent job)</b>				
Employers Name & Address	Job Held & Responsibilities	Dates		Reason for Leaving (including current job)
		From	To	

**6. Using the person specification, demonstrate how your skills and experience match each of the criteria. Use relevant examples.**

**7. References: Please give the name and the address of two references (in block capitals). They should have known you in a professional capacity, as a student or as an employee. One of your references should be your current or most recent employer.**

Name.....

Address.....

.....

.....

Postcode.....

Tel No.....

Occupation.....

Has known me..... years

In what capacity?.....

May we approach them: YES NO

Name.....

Address.....

.....

.....

Postcode.....

Tel No.....

Occupation.....

Has known me..... years

In what capacity?.....

May we approach them: YES NO

**8. Have you any criminal convictions that are not classed as ‘spent’ under the Rehabilitation of Offenders Act 1974? YES NO**

**If yes, please give full details or enclose full disclosure letter with your application.**

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**9. If the post that you are applying for involves working with children up to 18 years of age or with vulnerable adults please complete this section.**

**9a. This post is exempt from the Rehabilitation of Offenders Act 1974. You must declare whether you have any convictions, cautions or bind-overs including any that would normally be regarded as ‘spent’. Please state NONE if appropriate.**

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**9b. Please also sign the following statement:**

**I am not disqualified from work with children or vulnerable adults or subject to sanctions imposed by a regulatory or professional body e.g. OFSTED.**

Sign.....

Print Name.....

**10. Do you have any special interview requirements e.g. Signer/Access/Other?**

**11. How did you hear about this post:**

**12. Date**

**Signature**

