

APPLICATION FOR EMPLOYMENT

POST APPLIED FOR:

EDUCATION AND TRAINING

Qualifications Obtained – Educational & Professional

Name of School/College/University	Subject	Qualification/Level	Grade Obtained

For teaching posts please state the age range of children for which you were trained:

Qualifications Currently Being Taken

Name of School/College/University	Subject	Qualification/Level	Date Started & Duration

Relevant Training Courses Attended or Currently Being Taken (include any relevant short courses)

Title of Training Provider	Course/Qualifications	Duration

Membership of Professional Bodies (relevant to the position you are applying for)

Name and Address of Professional Body	Grade of Membership	Membership Number

FOR TEACHING POSTS ONLY (must be completed)

Are you recognised by the Department for Education as a qualified teacher?

(please click/mark with x)

Yes No

Teacher Reference Number (TRN):

Please click/mark with x:

Which do you have? QTS QTLS

Date of Completion:

If QTLS, is it up to date with SET? Yes No

NQT only: have you started statutory induction? Yes No

NQT only: have you completed your induction satisfactorily? Yes No

EMPLOYMENT HISTORY

Present or Most Recent Employment

Name and address of employer:

Nature of business:

Job Title:

Date started:

Salary/Wage: £

Notice required:

Date left (if relevant):

State briefly your main duties and responsibilities and your position within the organisation. If you are no longer in this job, please state the reason for leaving:

Summary of Previous Employment

Include part-time and temporary posts and previous posts with your present employer. Enter details with your most recent post first. You may attach extra sheets if necessary. For teaching posts please provide information relating to age of pupils and number on role.

Period employed		Name of Employer, Address & Nature of Business. <u>Please state the name of the school you work in if you are employed by a Multi Academy Trust</u>	Job Held, Grade, Salary/Wage Previous Pay Spine Point	Reason for Leaving
From Mth/Yr	To Mth/Yr			

Please explain any break in your continuity of employment:

INFORMATION TO SUPPORT YOUR APPLICATION

Please refer to 'Guidance Notes' in Part A

Please support your application by describing what particular experience, skills and abilities you can bring to this job, gained either through work, education, home or voluntary activities.

This is your opportunity to tell us about yourself and why you are applying for this post. Take care to explain what you have done in your present and previous jobs, or outside work and how it is relevant to this post. You may attach extra sheets if necessary.

INFORMATION TO SUPPORT YOUR APPLICATION (continued)

Empty space for providing information to support the application.

If the job you are applying for involves driving:**Do you hold a current driving licence?**

(please click/mark with x) Yes No Class: e.g. full, provisional, HGV, etc.

Have you use of a vehicle?

(please click/mark with x) Yes No

If you are offered this job will you have any other paid work?

(please click/mark with x) Yes No

Are there any dates when you will not be available for interview, e.g. holidays?

(please click/mark with x) Yes No

Please state: