

Application Form

Please complete all sections of this application form. The contents of this form will be treated as confidential.

POSITION APPLIED FOR:

Section 1 PERSONAL DETAILS

Surname:

Forenames:

Title:

Address:

Post Code:

Telephone number:

Mobile No:

Email address:

Date of Birth: / /

National Insurance Number:

Do you consider yourself to have a disability?

Do you have a current driving licence?

If there are any endorsements on your driving licence, please give details below:

Section 2 HOW DID YOU LEARN OF THIS VACANCY?

For recruitment monitoring purposes.

Section 3 Right to Work

Do you have any restrictions on your right to work or remain in the UK? YES NO

Under Section 8 of the Immigration Act we are required to check all employees are eligible to work within the UK. Please confirm that, if you are offered a position, which of the following documents you would be prepared to supply and allow us to make a copy of: (Please indicate with a tick)

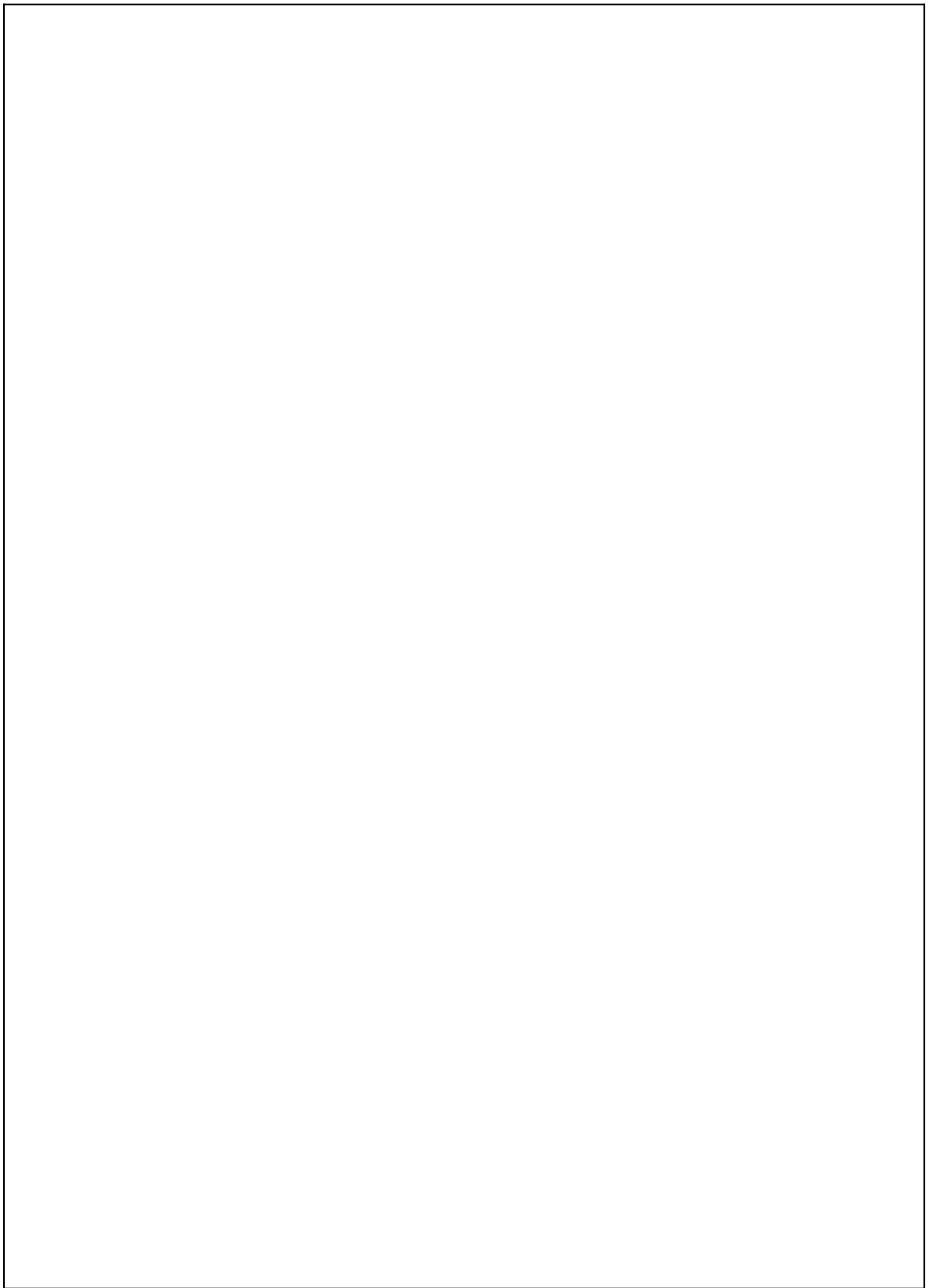
UK Birth Certificate which must include name of parents

Registration or Naturalisation Certificate

Work Permit issued by Work Permits UK

SECTION 8 PERSON SPECIFICATION

In a maximum of two sides of A4, please detail here how you meet the requirements of the person specification, how you feel you can demonstrate the values of our organisation, and your reasons for applying for this position. This is the part of the application form where you can bring to our attention any qualities you believe we should be aware of.



SECTION 9 REFERENCES

Please nominate two referees, one of which should be your present or most recent employer, who can comment on your competencies. We will only approach referees after interviews.

Name		Name	
Address		Address	
Tel.		Tel.	
Email		Email	
Job Title		Job Title	

SECTION 10 DECLARATION

Please declare below any family or close relationship with an existing employee or board member of Forres Area Community Trust.

I agree that any offer of employment is subject to satisfactory references, medical information and checks (if required) and a probationary period. I confirm that the information supplied by me on this form and all documents required with this application are complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.

Signed:

Dated: