



## Application Form

### Personal Details

Surname		First Name (s)	
Address including postcode			
Work Phone		Mobile Phone	
Evening Phone		E-mail	

### Employment History

Current or last post			
Employer			
Date Appointed		Current Salary	
Notice period or leaving date			
Brief Description of duties and responsibilities in your current (or last) post			
Reasons for Leaving (if applicable)			



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**Previous Employment (most recent first; continue on a separate sheet if necessary)**

Previous post		Employer	
Dates (from – to)		Reason for leaving	
Brief Description of duties and responsibilities:			
Previous post		Employer	
Dates (from – to)		Reason for leaving	
Brief Description of duties and responsibilities:			
Previous post		Employer	
Dates (from – to)		Reason for leaving	
Brief Description of duties and responsibilities:			



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## Guidance notes for your supporting statement

Please give details of the information you wish to provide in support of your application, ensuring you include the following:

- Why you are applying for this job
- How you meet the requirements of the role
- Your experience to carry out the role



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## Additional Information

Please tick the box if the answer to any of the following questions is 'yes'. Please send any details separately, marked 'private & confidential'. Failure to disclose this information may disqualify a candidate's application.

Do you have any criminal charges pending?	
Have you ever been dismissed for a reason other than redundancy?	
Have you ever been subject to disciplinary action?	
Do you require a work permit for employment in the UK?	
Do you have any relationship with any governors or senior managers at this college?	
Have you ever been declared bankrupt or been disqualified from being a company director?	
Are you or have you ever been disqualified with working with Children or Adults?	

## Referees

Please note that we will only pursue references after the short-listing process has been undertaken. **You must tick the box if you *do not* wish to have references taken up at this stage.**

Current or Last Employer			
Name		Position	
Address		Email	
		Telephone	
		Please do not pursue	



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Second Referee (not a peer colleague or subordinate)

Name		Position	
Address		Email	
		Telephone	
		Please do not pursue	

## Declaration

I declare that the information provided by myself in this application is complete and correct and understand that any false information given may make an offer of employment invalid or lead to termination of employment. I understand the information given will be collected and used for the purpose set out in the GDPR Regulations Article 6 (1) b: Necessary for the performance of a contract with the data subject or to take steps preparatory to such a contract.

By printing your name and emailing the form you will have certified that all the information given is accurate.

Signed:

Date:

## How did you hear about this vacancy?

<b>Please mark one of the boxes below:</b>	<b>X</b>
Selby College Website	
TES website	
FE Week Online	
Social Media e.g. facebook	
Other job board	
Other (please advise)	

**Thank you for taking the time to apply for this position.  
Note that we are not able to accept CV's without a completed application form.**

**Return address: [jobs@selby.ac.uk](mailto:jobs@selby.ac.uk)**



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