

Faithworks, Heron Court Road, Winton, Bournemouth, Dorset. BH9 1DE

Application For Employment

THIS FRONT PAGE WILL BE DETACHED BEFORE SHORTLISTING TAKES PLACE

**POSITION APPLIED FOR:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |
| --- | --- |
| **Personal Details:** | |
| Full Name: | Address: |
| Home Telephone: | Mobile: |
| Email: | |

|  |  |
| --- | --- |
| **References: (one of whom should be your current or most recent employer)** | |
| Name: | Name: |
| Position: | Position: |
| Address:  Email address: | Address:  Email address: |
| Telephone number: | Telephone number: |
| Can we contact this person prior to interview? | Can we contact this person prior to interview? |

|  |  |
| --- | --- |
| **Are there any special requirements that will need to be made to enable to you to attend an interview? If Yes, please give details.** |  |

|  |
| --- |
| **DECLARATION:** |
| I wish to apply for employment with Faithworks Wessex and declare that the information provided in this application is accurate. I understand that deliberate falsification or withholding of information could invalidate my application.  **Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |  |
| --- | --- |
| **Candidate number (internal use only):** |  |

This page is intentionally blank

|  |  |  |
| --- | --- | --- |
| **Education:** | | |
| Establishment | Years attended | Qualifications gained |
|  |  |  |

Candidate No:

|  |  |
| --- | --- |
| **Additional Training: Please provided details of anything not covered above and is relevant to this application** | |
| Training undertaken (including details of any qualifications / certificates issued) | Date undertaken |
|  |  |

|  |
| --- |
| **Employment:** |
| Please give details of your most recent/current employment with an outline of your responsibilities, how long in post, hours worked and final salary. |

Candidate No: 

**EMPLOYMENT HISTORY**

(Starting with the most recent and explaining any gaps. Use additional sheet if needed)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Post Held** | **Name & Nature of Organisation** | **Summary of Duties** | **Dates** | **Reason for Leaving** |
|  |  |  |  |  |

Candidate No:

|  |
| --- |
| **Suitability for the Role:** |
| Please state your reasons for applying for this post and show how your knowledge, skills and experience relate to the supplied job description (Please continue on a separate sheet if necessary) |

Candidate No:

|  |
| --- |
| **Any Other Information:** |
| Here please give details of any other information you think may be relevant: |

***Please return the completed application form to:***

***Faithworks Wessex***

***Heron Court Road, Winton, Bournemouth, BH9 1DE.***

***Or email dave.matterface@faith-works.org.uk***