

Happy Days Pre School (Navenby)

Job Application Form

Position applied for: _____

Personal Details

Name: _____ Preferred title: _____

Address: _____

Post code: _____

Telephone number (Home): _____ (Other): _____

References

Please give two references, one of which should be your present or most recent employer.

Name: _____ Name: _____

Position: _____ Position: _____

Address: _____ Address: _____

Telephone number: _____ Telephone number: _____

May we contact your present employer prior to interview? Yes/No

Brief description of main responsibilities and activities.

(Please use a continuation sheet if necessary)

If you are not a European Union citizen please state if a work permit is required:

Yes

What notice period does your current employer need? _____

When could you start work? _____

Convictions

If you are applying for a job where you will have regular contact with children under 18 years of age you must give details of any conviction (conviction, date and sentence) on a separate sheet of paper and attach it to this form.

Please complete the following declaration:

I am applying for a job working with children and I have a conviction for which I attach details

Yes No *(please tick appropriate box)*

Information in support of your application

Please give brief relevant information in support of your application relevant to the post available (refer to personnel specification)

Please continue on a separate sheet if necessary and attach it to this form.

Declaration

I declare that the information given on this form is correct to the best of my knowledge and I understand that any false statements on this form will justify my dismissal from this post.

Signed _____

Date _____

