

Application for Employment

PLEASE COMPLETE ALL SECTIONS IN INK & BLOCK CAPITALS

Post applied for	
Job Title	
Where did you see the post advertised?	
Closing Date	

Personal Details			
Full Name		Title	
Home Address (including full postcode)			
Telephone No. (home)		Telephone No. (work)	
Mobile phone No			
E-mail address			
Date of Birth		National Insurance No	
Do you have access to a car or other vehicle?			YES/NO
Do you hold a full, clean driving licence?	YES/NO	If No please give details:	
Have you been convicted of any criminal convictions which are not yet spent under Rehabilitation of Offenders Act 1974?		YES/NO	
If Yes please give details:			

At the heart of a strong and healthy community.

Education and Qualifications			
Name and address of School/College/University	Qualifications Achieved	Grades Achieved	Date Achieved

Other Relevant Training / Professional Qualification		
Qualification	Date Attended/Achieved	Expiry Date (where applicable)

At the heart of a strong and healthy community.

Present (or most recent) Employment			
Name and address of Present (or most recent) employer	Job Title/Role	Date commenced	Salary and other benefits
Reason for wishing to leave/leaving:			
Notice period required to terminate present employment			

Previous Employment			
Please list all previous employers in the last 10 years including any periods of unemployment.			
Name and address of previous employers	Job Title/Role	Dates From / To	Salary and other benefits

At the heart of a strong and healthy community.

Skills and Experience

Please give full details of your relevant skills, experiences and achievements which show how you meet the requirements of the post advertised:

At the heart of a strong and healthy community.

Carn Brea Leisure Centre Trust, Station Road, Pool, Redruth, Cornwall
Tel: 01209 714766 Fax: 01209 610188 Web: www.carnbrealeisurecentre.co.uk

Outside Interests

Please give details of any hobbies or activities which interest you including any clubs to which you belong and any voluntary work undertaken:

--

Referees

Please give the names and addresses of two referees, one of whom should be your present or former employer (if not presently working).

1st Referee

Name:		
Position:		
Address:		
Telephone No.:		Contact prior to interview? YES / NO

2nd Referee

Name:		
Position:		
Address:		
Telephone No.:		Contact prior to interview? YES / NO

At the heart of a strong and healthy community.

Carn Brea Leisure Centre Trust, Station Road, Pool, Redruth, Cornwall

Tel: 01209 714766

Fax: 01209 610188

Web: www.carnbrealeisurecentre.co.uk

Health	
Total number of days sick during the last two years?	
Have you ever suffered from any serious injury/illness?	YES /NO
If Yes please give details including dates:	

Criminal Records Bureau Check	
<p>As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to a Criminal Record Check from the Criminal records Bureau before the appointment is confirmed. This will include details of cautions, reprimands or final warnings as well as convictions.</p> <p>A criminal record will not necessarily be a bar to obtaining a position. Disclosure information will not be used unfairly.</p>	
Have you had a CRB check in the last six months?	YES /NO

Declaration	
<p>I declare that the information I have given in this application is true to the best of my knowledge. I understand that, if it is found at a later date that I have given false information on this application, this could result in dismissal.</p>	
Signed:	Date:

At the heart of a strong and healthy community.

For Office Use Only			
Successful Applicant:			
1) Commencement Date		2) Starting Salary	
3) Any other relevant information:			
Unsuccessful Applicant:			
Reason for rejection:			

At the heart of a strong and healthy community.