**Job Application Form**

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| **Title of Post:** | | | | | |
| Please return completed form to: Age UK Kensington & Chelsea  1 Thorpe Close  London W10 5XL | | | | | |
| **PERSONAL DETAILS Telephone** | | | | | |
| Surname:  First name(s):  Address: |  | | Telephone:  Mobile:  Email: | |  |
| Are there any restrictions on you taking up employment in the UK? Yes □ No □  (If yes, please provide details) | | | | | |
| **EDUCATION** Aged 16 onwards(you will be required to produce evidence to support your statement prior to appointment) | | | | | |
| **Examinations/Degrees passed** | | **Dates** | | **Name of College/school** | |
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| **EMPLOYMENT HISTORY** Details of all previous employment, most recent first (continue on a separate sheet if necessary) | | | |
| **Job title and main responsibilities** | **Name of employer** | | **Employment dates and reasons for leaving** |
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| In addition, please list any other skills, training received and courses attended that may be relevant to your ability to undertake this role: | | | |
| **EMPLOYMENT** | | | |
| Please summarise the main duties and responsibilities in your current or most recent job: | | | |
| **FINAL SALARY** | | | |
| Please give details of your final salary: | | | |
| **LENGTH OF NOTICE** | | | |
| Please give length of notice required: | | | |
| **SUITABILITY FOR THE POST** | | | |
| Please give a written account of your skills and personal qualifications, which you think, would make you suitable for the post. **You must address each requirement in the person specification.**  Continue on a separate sheet if needed.  **Please use this space to provide any other information you would like to offer in support of your application?** | | | |
| **EMPLOYMENT STATUS**  Do you have any convictions, cautions, reprimands or final warnings that are not “protected” as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI 2013 1198?  □ YES □ NO  AUKC will consider every application on its merits and disclosure of any of the above will not necessarily influence our short listing decision.  I have read and understood the above.  Signed: ………………………………………… Date: ………………………………………….. | | | |
| **REFERENCES – One must be your current or most recent employer.** | | | |
| **Name:**  **Relationship to you:**  **Address:**  **Tel Number:**  **e-mail:**  **May we contact them at this stage?** | | **Name:**  **Relationship to you:**  **Address:**  **Tel Number:**  **e-mail:**  **May we contact them at this stage?** | |
| I declare that, to the best of my knowledge, the information given in this form is correct.  **Signature: Date:** | | | |