| | |
|---|---|
| Application for the post of | Part-time Cleaner |
| Where did you see this post advertised? | |
| Hours of work per week | 12 hours per week, 2 hours per day Monday, Tuesday, Wednesday, Friday, Saturday and Sunday. 6am - 8am. Flexibility required to occasionally cover holidays/sickness on other days of the week. |

| | | | |
|---|---|---|---|
| First Name | | | |
| Surname | | | |
| Title | | | |
| Address | | | |
| | | | |
| Tel Home | | Tel Work | |
| Mobile | | | |
| Email Address | | | |
| Any additional needs we need to consider if you are invited to interview? | | | |

## References

Please give below, the names and addresses of two referees, one of which should be your current or most recent employer. References will be taken up if applicant is shortlisted.

| | | | |
|---|---|---|---|
| Work Reference? | | Personal Reference? | |
| Full Name | | | |
| Position | | | |
| Address | | | |
| Telephone | | | |
| Email address | | | |

| | | | |
|---|---|---|---|
| Work Reference? | | Personal Reference? | |
| Full Name | | | |
| Position | | | |
| Address | | | |
| Telephone | | | |
| Email address | | | |

## Declaration

I declare that the information I have provided on this form is, to the best of my knowledge, complete and accurate.

| | |
|---|---|
| Signature | |
| Date | |

Failure to provide any information requested, or providing inaccurate information, will disqualify a candidate, and discovery after appointment may lead to dismissal.
Please note: a full Disclosure and Barring Service (DBS) may be made on employees in the future.

## Eligibility to Work in the UK

Every new member of staff will be asked for proof of eligibility to work in the UK as required by current legislation, and a copy will be retained on file. We can provide a list of acceptable proofs.

| Education (including Further and Higher Education)<br>Please give details of your educational history since the age of 11 years old. | | |
|---|---|---|
| Date | Name of School, College, University | Qualifications awarded: subject & grade |
| | | |
| | | |
| | | |
| | | |

| Training: Vocational / Occupational Qualifications Relevant to Post | | |
|---|---|---|
| Date | Professional / Organising Body | Course and qualification gained |
| | | |
| | | |
| | | |

| Employment History (in date order – most recent / current first) | | | |
|---|---|---|---|
| Name of Employer | | | |
| Address of Employer | | | |
| Employed to / from | Salary / Benefits | Job Title | Brief Description of Main Duties |
| Full time / part time<br>Current role? Yes/No | | | |

| Name of Employer | | | |
|---|---|---|---|
| Address of Employer | | | |
| Employed to / from | Salary / Benefits | Job Title | Brief Description of Main Duties |
| Full time / part time | | | |

| Name of Employer | | | |
|---|---|---|---|
| Address of Employer | | | |
| Employed to/from | Salary / Benefits | Job Title | Brief Description of Main Duties |
| | | | |

| | | | |
|---|---|---|---|
| Full time / part time | | | |

| Name of Employer | | | |
|---|---|---|---|
| Address of Employer | | | |
| Employed to/from | Salary / Benefits | Job Title | Brief Description of Main Duties |
| Full time / part time | | | |

Please state reasons for any gaps between employment / study dates. Please continue employment history on a separate sheet / duplicate and insert additional 'employer' tables if necessary.

## Other relevant experience

Please list any unpaid or voluntary work and public duties relevant to this position.

| Date | Name of Organisation | Brief Description of Main Duties |
|---|---|---|
| | | |

## Supporting Information

Candidates are only shortlisted on the basis of the criteria detailed in the Person Specification for this post. Please use this space to show us that you have the skills, knowledge and experience required for this post.

Please continue supporting information on a separate sheet if necessary / continue this text box on to an additional page.