

Application Form

Confidential



Role Applied for: Families Outreach Worker/Church Administrator (full time)

Surname			
First Names			
Address			
Email			
Contact Telephone Numbers	Home:	Work:	Mobile:
Please provide numbers and convenient times for us to contact you. Discretion will be used when contacting you at work.			

Education – Higher Education & Professional Education				
Please list all degrees/diplomas/professional qualifications etc. held or currently studied for, whether at first degree or postgraduate level				
From – To (Month/Year)		Higher Education Institution	Award and Title of Award (HND/Degree/Diploma/MSc/PhD, etc. List main subjects below title)	Results (expected/awarded)

Education – Prior to Higher Education		
Please list all qualifications achieved other than higher education (e.g. GCSEs, A Levels etc).		
From – To (Year)	School/College	Level and Number of Examinations Taken (e.g. 5 GCSEs)

Other Relevant Training		
Please list any courses you have undertaken, including dates and duration, including any which did not lead to a qualification and which you feel are relevant to the advertised role.		
From – To Month/Year)		Course Title and Brief Description

Employment and Work Experience

Please describe briefly any work (whether paid or unpaid) you have undertaken, starting with the most recent.

From – To Month/Year)		Employer	Job Title / Responsibilities

Relevant Personal Interests / Achievements

Please use the space below to describe any activities/hobbies you have taken part in, or are currently involved in, which might be relevant to the Job Description or Person Specification.

From – To Month/Year)		Activity / Hobby

Supporting Statement

Please explain why you have applied for this job, outlining relevant qualifications and experience as they relate to the Person Specification. Emphasise why you consider yourself to be a good candidate for the position. Continue overleaf if you need more space.

References

Please provide the name address and contact details of two referees, one of whom should be your current employer. We will also need to speak with your church leader if they are not one of your referees. References will be taken up prior to interview and any appointment offer will be subject to a DBS check.

First Referee:

Second Referee:

Do you have the right to legally work and live in the UK?

NB: Please note that if you are short-listed for interview you will be required to bring your passport or equivalent documentation as outlined by the Home Office and UK Border and immigration regulations for verification purposes.

Do you require any special arrangements for interview and/or to help you take up this role?

Do you have any convictions which are not "spent" within the meaning of the Rehabilitation of Offenders Act 1974? If so, please give details.