

<i>Breaking the Mould</i>  Sherwood Foundation School	Application Form Support Post <i>Confidential</i>
---	--

Details of Post Applied For	
Name of Employer:	
Position Applied For:	
Job Reference Number (if any):	

Personal Information		
Let's talk about you...		
Title:		
First Name(s):		
Last Name(s):		
Previous Name(s):		
Address:		
Contact Details:	Contact Number:	
	Email Address:	
Country of Birth/Nationality:		
Do you currently have the right to work in the UK?	☐ Yes ☐ No	
If YES and you have a work permit, give date it expires		
If NO, please specify your circumstances:		
National Insurance Number (if applicable)		
Do you consider yourself to have a disability that you wish to declare whilst making this application?	☐ Yes ☐ No	
Are there any special arrangements that you wish to request should you be invited to interview?		

Employment History	
Please detail your career history, including any voluntary and unpaid work (multiple entries allowed)	
Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	
From:	
To:	

Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Gaps in Employment		
Date From:	Date To:	Reason:

Referees

References may be requested prior to interview. Please provide 2 professional referee(s). One must be your current or most recent employer. If not applicable, please provide a college/university course tutor. Please do not name relatives or people as a referee who are acting solely in their capacity as a friend. When providing a reference from a school or college please ensure the referee listed is a senior person within the school/college with appropriate authority. If the referee is school or college based, the reference should be confirmed by the headteacher/principal.

Referee 1

Title:	
Name:	
Occupation:	
Employer Name:	
Address:	
Telephone Number:	
Email Address:	
In what capacity do you know the referee:	
Contact Preferences (please select applicable):	☐ Contact referee at any stage ☐ Contact referee if I am shortlisted ☐ Contact me for approval

Referee 2

Title:	
Name:	
Occupation:	
Employer Name:	
Address:	
Telephone Number:	
Email Address:	
In what capacity do you know the referee:	
Contact Preferences (please select applicable):	☐ Contact referee at any stage ☐ Contact referee if I am shortlisted ☐ Contact me for approval

Education and Qualifications	
1	High School Diploma
2	Bachelor's Degree in Business Administration
3	Master's Degree in Management
4	Professional Certification in Project Management
5	Advanced Diploma in Leadership Studies
6	Executive Education Program Completion
7	Industry Conference Participation
8	Continuing Education Credits
9	Language Proficiency Certification
10	First Aid and CPR Certification
11	Firearm Training Completion
12	Public Speaking Course
13	Writing Workshop Attendance
14	Networking Seminar
15	Time Management Course
16	Stress Management Workshop
17	Decision Making Training
18	Conflict Resolution Course
19	Team Building Exercise
20	Leadership Coaching Session
21	Public Speaking Course
22	Writing Workshop Attendance
23	Networking Seminar
24	Time Management Course
25	Stress Management Workshop
26	Decision Making Training
27	Conflict Resolution Course
28	Team Building Exercise
29	Leadership Coaching Session
30	Public Speaking Course
31	Writing Workshop Attendance
32	Networking Seminar
33	Time Management Course
34	Stress Management Workshop
35	Decision Making Training
36	Conflict Resolution Course
37	Team Building Exercise
38	Leadership Coaching Session
39	Public Speaking Course
40	Writing Workshop Attendance
41	Networking Seminar
42	Time Management Course
43	Stress Management Workshop
44	Decision Making Training
45	Conflict Resolution Course
46	Team Building Exercise
47	Leadership Coaching Session
48	Public Speaking Course
49	Writing Workshop Attendance
50	Networking Seminar
51	Time Management Course
52	Stress Management Workshop
53	Decision Making Training
54	Conflict Resolution Course
55	Team Building Exercise
56	Leadership Coaching Session
57	Public Speaking Course
58	Writing Workshop Attendance
59	Networking Seminar
60	Time Management Course
61	Stress Management Workshop
62	Decision Making Training
63	Conflict Resolution Course
64	Team Building Exercise
65	Leadership Coaching Session
66	Public Speaking Course
67	Writing Workshop Attendance
68	Networking Seminar
69	Time Management Course
70	Stress Management Workshop
71	Decision Making Training
72	Conflict Resolution Course
73	Team Building Exercise
74	Leadership Coaching Session
75	Public Speaking Course
76	Writing Workshop Attendance
77	Networking Seminar
78	Time Management Course
79	Stress Management Workshop
80	Decision Making Training
81	Conflict Resolution Course
82	Team Building Exercise
83	Leadership Coaching Session
84	Public Speaking Course
85	Writing Workshop Attendance
86	Networking Seminar
87	Time Management Course
88	Stress Management Workshop
89	Decision Making Training
90	Conflict Resolution Course
91	Team Building Exercise
92	Leadership Coaching Session
93	Public Speaking Course
94	Writing Workshop Attendance
95	Networking Seminar
96	Time Management Course
97	Stress Management Workshop
98	Decision Making Training
99	Conflict Resolution Course
100	Team Building Exercise

[illegible]

Interests and Activities

Please provide details of any relevant interests or activities

Supporting Statement

Please add a supporting statement, detailing your reasons for applying for the job, what makes you suitable, and any key experience you have that fits the specifications.

Declarations

The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Having a criminal record will not necessarily prevent you from taking up appointment; this will depend on the nature of the offence(s) and their relevance to the post you are applying for. However, should you not declare any of the above and this is subsequently revealed, e.g. through the DBS check, then this may place your appointment in jeopardy.

For more guidance, please visit www.gov.uk or www.hub.unlock.org.uk

Please answer the following questions:

Do you have any convictions or cautions that would not currently be filtered by the Disclosure and Barring Service (DBS)?

You do not need to disclose reprimands, final warnings or youth cautions or anything that would be filtered by the DBS.

☐ Yes

☐ No

Do you have any record of disciplinarys in your current or previous positions, or have you had any allegations made against you?

☐ Yes

☐ No

It is a criminal offence for barred individuals to seek, or to undertake, work with children.

If you have answered 'YES' to the above and are called to interview, the employer will require you to provide further details at the interview stage. This will be managed in confidence directly by the employer.

☐ I declare that the information I have given on this form is correct. I understand that providing false or misleading information is an offence which could result in my application being rejected, or, in the event of employment being obtained, may result in disciplinary action being taken, up to and including summary dismissal. It could also result in legal action. I understand that my application form will be retained on file and give my consent for the personal data supplied to be used for the purposes of recruitment and selection.

Date:

Signed: