



APPLICATION for EMPLOYMENT

Position applied for:

Where did you see this role advertised?

The personal data you provide on this form will be used by Oakham School for the purposes of recruitment, employment and statistical analysis only, and if you are not appointed to a post, the form will be destroyed after 6 months. If you would prefer your form to be destroyed immediately, please tick here

Oakham School is committed to the safeguarding of children, and child protection screening will apply to this post. Some of the information we are requesting you to provide on this form is for this purpose.

Please complete all of the sections of the form. A Curriculum Vitae may be submitted together with the completed form

Personal Details

PLEASE PRINT

Date of application

 / /

	Title	Surname	Forenames
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>

Address	Previous Names
<input type="text"/>	<input type="text"/>

N.I.Number

DFE No.(if applicable)

 / / / /

Tel.day	<input type="text"/>	Tel.eve.	<input type="text"/>
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e-mail	<input type="text"/>	Are you legally entitled to work in the UK? Yes/No	<input type="text"/>
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EDUCATION

University / Institution of Higher Education	From – To	Full-time Part-time	Courses / Subjects	Degree	Standard of Award
School	From – To	Full-time Part-time	A Level Subjects (or equivalent)	Grades	

Membership of professional institutions and other recent training/knowledge relevant to this post.

Continue on separate sheet if required

EMPLOYMENT HISTORY

Please supply a full history of all employment, self-employment and any periods of unemployment since leaving secondary education. Provide where appropriate explanations for any periods not in employment or self-employment.

Present or most recent employer:

Address:

Your job title:

From:

To:

Brief description of responsibilities:

Reason for leaving / wishing to leave:

Notice required (or when you could join us):

Current salary:

Previous employers (most recent first)

From

To

Position held, brief description of duties and reasons for leaving

Continue on separate sheet if required

ADDITIONAL INFORMATION

Do you have any family members or a close relationship with anyone at the School including Trustees? If yes, please give details.

Do you have a current clean driving licence (applicable only if duties involve driving)

REFERENCES

Please give the names of two people who can comment on your suitability for this post. One should be your current or last employer, or if you have not been employed, your college tutor. If you do not currently work with children, a reference will be required from your most recent employment involving work with children. References will not be accepted from relatives or those writing solely in the capacity of friends.

* Name:

* Name:

Address:

Address

Tel no:

Tel no:

E-mail:

E-mail:

Position:

Position:

*We may take up references for applicants before interview unless requested not to do so. If you do **not** wish us to contact a referee at that stage, please mark the box, alongside the name, with a cross.

DECLARATION & SIGNATURE

I confirm that the details in this employment application are, to the best of my knowledge, true and complete. I understand that if I have deliberately given false information, I may be dismissed at any time. I am aware that the post for which I am applying is exempt from the Rehabilitation of Offenders Act 1974 and therefore that all convictions, cautions and bind-overs, including those regarded as 'spent' must be declared. I have not been disqualified from working with children, am not named on the DfES List 99 or the Protection of Children Act List, am not subject to any sanctions imposed by a regulatory body (e.g. the General Teaching Council) and I have no convictions, cautions or bind-overs/I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked confidential.*

*Please delete as appropriate

Signed

Date