

Application Form



Job Title:	
Surname/Family Name:	Other Names:
Address:	
Contact number:	
e-mail:	
Where did you see this job advertised?	

HIGHER EDUCATION AND/OR PROFESSIONAL QUALIFICATIONS

Degree/Qualification	University (or College)	Subject	Class / grade obtained	Date

MEMBERSHIP OF PROFESSIONAL ORGANISATIONS

Awarding Body	Membership Type/Membership No.	Date

EMPLOYMENT/WORK ACTIVITIES (most recent first)				
Employer	Job Title	Dates	Salary	Reason for leaving
What is your current notice period?				
How many working days have you lost due to illness in the past 24 months?				
Total No. of days:		Total No. of occasions:		
Rehabilitation Of Offenders Act 1974 <i>The provisions of the above Act provide protection to persons with a criminal record from being discriminated against when applying for jobs and from dismissal for the reason of a conviction that has been 'spent'.</i> Do you have a conviction which has not been 'spent'?				
<input type="checkbox"/> Yes <input type="checkbox"/> No				



STATEMENT IN SUPPORT OF YOUR APPLICATION

REFEREES	
Name	Relationship to you
Address	
Tel No	Fax No
Email	
Can we contact this referee prior to offering you an interview? <div style="text-align: right;">Yes No</div>	
REFEREE	
Name	Relationship to you
Address	
Tel No	Fax No
Email	
Can we contact this referee prior to offering you an interview? <div style="text-align: right;">Yes No</div>	

Declaration

I confirm that, to the best of my knowledge, all the information provided in this application form is correct.

Signed: _____ **Date:** _____

Please forward the completed form to:

**Helen Hunt
Internal Recruiter
ChandlerKBS
Chandlers House
Terra Nova Way
Penarth Marina
Cardiff, CF64 1SA**

or email it to hhunt@chandlerkbs.com

Equal Opportunities Monitoring



Please complete the form on the next page and return it with your application form.

You do not have to complete the form but if you do it will help us to monitor the demographic profile of applicants.

Any information supplied will be kept separate to your application form and will be used for equal opportunities monitoring purposes only.



Equal Opportunities Monitoring

ChandlerKBS is an equal opportunities practice and is committed to a policy of treating all job applicants fairly. Please provide the information detailed below to assist us in monitoring the effectiveness of our equal opportunities policy. The information provided will be used for monitoring purposes only and will be treated in the strictest confidence.

POSITION APPLIED FOR

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GENDER (please tick against one of the following):

- Male
- Female
- Trans/cross-gender
- Do not wish to answer

MEDICAL INFORMATION

Do you have any disabilities? YES/NO

Have you ever suffered from any serious illness or chronic disease?
YES/NO

Do you have, or have you had, a medical condition that might affect your performance or the duties of the post? YES/NO

MARITAL STATUS (please tick against one of the following):

- Single
- Married/civil partnership
- Divorced
- Widowed
- Do not wish to answer

AGE

- 16-24
- 25-34
- 35-44
- 45-54
- 55+

ETHNIC ORIGIN (please tick against one of the following):

- White (English)
- Bangladeshi
- Black African
- White (Irish)
- Indian
- Black Caribbean
- White (Scottish)
- Pakistani
- Black (Other)
- White (Welsh)
- Chinese
- Mixed Race
- White (Other)
- Other Asian
- Other
- Do not wish to answer