

**Application form**



**Application form**

*Please complete this application form electronically or in black ink using block capitals.*

**Section one: personal information**

|  |  |  |  |
| --- | --- | --- | --- |
| Post applied for: | Startegic Lead for Christian Character | | |
| Family name: |  | Title: |  |
| Preferred name: |  | | |
| Names in full: |  | | |
| Address: |  | Postcode: |  |
| Telephone: |  | | |
| Email: |  | | |
| Are you eligible for work in the UK? |  | | |

Where did you see this advert?

**Section two: employment history**

*Please note any other employment you would continue with if you were successful in*

*obtaining this position.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*How much notice is required in your current post?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **From, to (month, year)** | **Name and address of employer** | **Job title and duties** | **Salary at leaving** | **Reason for leaving** |
| **Current** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*Continue on a separate sheet if necessary.*

**Section three: education history**

1. Professional/practical qualifications obtained (e.g. teaching, social work).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **From** | **To** | | **Qualification/experience** | | |
|  |  | |  | |
|  |  | |  | |
|  |  | |  | |
|  | |  | |  | |

1. Further education (college or university). Please give details of any qualifications obtained.

|  |  |  |
| --- | --- | --- |
| **From** | **To** | **Organisation and qualification** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. Principal secondary schools

|  |  |
| --- | --- |
| **School** | **Qualifications and details** |
|  |  |
|  |  |
|  |  |
|  |  |

**Section four: reasons for applying for this post**

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| Please detail here your reasons for applying for this post.  *You should include experience obtained in your present and past roles that would be relevant to this post and what particular skills you would bring if appointed in no more than 2 sides.* |

**Section five: references**

***Please give names and addresses of two persons from whom the Diocese may obtain both character and work experience references (one must be your present or most recent employer). Please obtain their permission. If you are applying for a post which requires unsupervised access to children/vulnerable adults, the diocese reserves the right to approach any past employer for a reference.***

|  |  |  |
| --- | --- | --- |
| Name: |  |  |
| Position: |  |  |
| Occupation: |  |  |
| Address:  Postcode: |  |  |
| Telephone: |  |  |
| Email: |  |  |
| Relationship with applicant: |  |  |

May we approach your referees prior to interview? Yes/no

**Section six: declaration**

*Please read this carefully before signing this application.*

|  |
| --- |
| 1. **I confirm that to the best of my knowledge and belief, the above information is complete and correct and that any untrue or misleading information will give the DBF the right to terminate any employment contract offered.**      1. **I agree that the DBF reserves the right to ask relevant questions about an individuals’ health after an offer has been made, and only where appropriate will request a health assessment through occupational health. Should further information be required and the DBF wish to contact a doctor with a view to obtaining a medical report, the law requires them to inform the individual of this intention and obtain their permission prior to contacting their doctor. Again, this is done through the diocesan occupational health adviser. Information the diocese receives will only be retained on a personnel file during an individuals’ tenure in post and will be only stored/processed in accordance with the Data Protection Act.** 2. **I understand that the diocese has in place safer recruitment practices and I agree that where a role may require a criminal records check the DBF will apply to the Disclosure and Barring Service for the appropriate level of disclosure. I have read section five of this form and understand that should a required disclosure not be satisfactory, any offer of employment may be withdrawn or employment terminated.** 3. **I understand that Clergy, ordinands and such employed lay people working for the diocese as have duties that require them to represent or speak on behalf of the Church (which for the purposes of this policy, includes all employees of the Church) may not be a member of or promote or solicit support for a party or organisation whose constitution, policy objectives or public statements are declared in writing by the House of Bishops to be incompatible with the Church of England’s commitment to promoting racial equality. This explicitly includes the BNP. I can confirm / not confirm that I am able to comply with this.** (please circle as appropriate)   **Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

To submit your application please email Alice Clark, HR Adviser, [aclark@glosdioc.org.uk](mailto:aclark@glosdioc.org.uk) or return your completed form to:

**Alice Clark**

**Church House, College Green, Gloucester, GL1 2LY**

**Please note: Closing date is Monday 30 April 2018**

**Interviews will be held on Thursday 10 and Friday 11 May 2018**