**APPLICATION FORM**

**Please complete all pages in full Confidential**

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| **Post Applied for:** |

**PERSONAL DETAILS**

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| **Title:** (Mr, Mrs, Miss, Ms, etc.) |

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| **Surname:** |

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| **Forenames:** |

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| **Address:**  **Post code:** |

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| **Telephone: Mobile:** |

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| **E-mail address:** |

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| **National Insurance Number:** |

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| **Nationality:**  If you are not a British passport holder or a European Citizen or you do not have the permanent right to work in the UK you will require a work permit.  **Do you need a work permit to be employed in the UK? YES / NO**  **If you already have a work permit, when does it expire?**  (Please note your current work permit may not be valid for this post) |

**Employment (current/most recent)**

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| **Name and Address of current/most recent Employer:**  **Telephone:**  **Post held:**  **From: To:**  **Salary:**  **Notice period required:**  **Reason for leaving:** |

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| **Please give details of your main duties and responsibilities:** |

**Employment Experience:** please give details of your previous employment (most recent first)

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| **Name of Employer** | **Position held** | **To/From** | **Reason for leaving** |
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| **Do you have any gaps of more than 3 months in your employment?** YES / NO  **If yes, please provide details.** |

**Education and Training:**

Please give details of secondary education, further/higher education and

Qualifications gained.

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| **School/College/University** | **From** | **To** | **Subjects/Examination results** |
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| **Other qualifications and relevant training:** |

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| **Membership of Professional Bodies etc.:** |

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| **Hobbies/Interests:** |

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| **ADDITIONAL INFORMATION TO SUPPORT YOUR APPLICATION**  Please give details of your relevant skills, knowledge and experience (see job description and person specification) Continue in a separate sheet if necessary. |

**REFEREES**

**Please give the name of two referees, not related who are able to provide us with** information to support your application. One should be your most recent employer or if you have not had previous employment your Head teacher, lecturer/college tutor or a member of a community or volunteer co-ordinator where applicable.

Please note: employment will only be commence on receipt of two references.

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| **Name:**  **Position:**  **Relationship:**  **Address:**  **Tel No:**  **E-mail:** | **Name:**  **Position**  **Relationship:**  **Address:**  **Tel No:**  **E-mail** |

**Rehabilitation of Offenders Act:**

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| **Do you have any convictions, cautions, reprimands or final warnings that are**  **not “protected” as defined by the Rehabilitation of Offenders Act 1974**  **(Exceptions) Order 1975 (as amended in 2013) by SI 2013 1198’**  [**http://www.legislation.gov.uk/uksi/2013/1198/pdfs/uksi 20131198 en.pdf**](http://www.legislation.gov.uk/uksi/2013/1198/pdfs/uksi%2020131198%20en.pdf)  **YES / NO**  **If yes then please give details:** |

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| **Should you require any special arrangements for your interview e.g. special equipment or access arrangements, please give details below. We will contact you prior to any interview to discuss this further.** |

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| **For posts where an occupation requirement exists for the post holder to be a member of the Church of England or a Church in full Communion with the Church of England in accordance with the Equality act 2010.**  **Please give details of your Christian denomination:**  **Are you a member of any local church or religious group?** YES / NO  **If so, please give details:** |

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| **CHRISTIAN LIFE AND EXPERIENCE**  Please describe the beginning and growth of your faith as a Christian. |

**Other Details:**

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| **Do you hold a full driving licence:**  **Yes/No:**  **Do you have access to a vehicle:**  **Yes/No:** |

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| **Are you, to your knowledge, related to any member of staff or any member of the PCC of St Luke’s Church?**  **If yes, please give details:** |

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| **Please state where you saw the job advertisement (website/newspaper/other)** |

**DECLARATION**

* ***I understand that an offer of appointment will be subject to satisfactory references***
* ***I understand that providing false or misleading information will disqualify me from any appointment or if appointed will render me liable to dismissal without notice***
* ***I declare that the information I have given is, to the best of my knowledge, true and complete***

***I agree that the information provided is to the best of my knowledge correct and complete.***

**Signature: Date:**

**Please return your completed application by the closing date to:** [office@stlukeswatford.org](mailto:office@stlukeswatford.org) or St Luke’s Church Watford, Langley Way, Watford, WD17 3EG.