

PARISH OF GREAT CHESHAM

The Rectory
Church Street
Chesham
HP5 1HY Tel: 01494 783629 e-mail: parishoffice@greatchesham.org.uk

APPLICATION FOR EMPLOYMENT

Post Applied for:

1. PERSONAL INFORMATION

As this form will be photocopied, please type or write in black ink or ballpoint pen

Surname:		Forenames:	
Title:			
Address:			
Postcode:			
Telephone number: Home		Work	
Mobile		e-mail	

<p>Please estimate the number of days That you have needed to take off work For reasons of sickness absence in the Past twelve months:</p> <p>..... day/s</p>	<p>Please also state if there is anything we may need to know about any illnesses you have suffered that may affect your ability to do the job for which you are applying.</p>
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2. EDUCATIONAL/PROFESSIONAL/VOCATIONAL QUALIFICATIONS

Schools	From	To	Examinations Passed
University or College			
Courses Attended			

3. PREVIOUS EMPLOYMENT/APPOINTMENTS (list most recent position first)

Name and address of present/former employer(s)	Positions held and dates	Summary of duties and reason for leaving

4. SUMMARY OF PRESENT EMPLOYMENT

What period of notice would you be required to give to your present employer?

5. REASONS FOR APPLYING FOR THIS POST

Please use this space to write in support of your application

6. REFERENCES

Please give the names and addresses of two persons to whom we may apply for references. You should, of course, obtain their permission before you give us their names.

FIRST REFERENCE:

NAME:

ADDRESS

POST CODE:

OCCUPATION

Phone number

e-mail

SECOND REFERENCE:

NAME:	
ADDRESS	
POST CODE:	
OCCUPATION	
Phone number	e-mail

Do you need a Work Permit for this post? <input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Work Permit (if applicable)

The information supplied by me in this application form and any accompanying papers or correspondence concerning this appointment is true to the best of my knowledge and belief.

Signed

Date