Macintosh HD:Users:siannash:Library:Containers:com.apple.mail:Data:Library:Mail Downloads:8A65F049-60E5-4C5B-8FB1-975E924E4D0F:ALC logo.pdf

EMPLOYMENT APPLICATION FORM

Please also include your CV with your application form

# CONFIDENTIAL

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **POST APPLYING FOR:** | | | | |
| **PERSONAL DETAILS:** | | | | |
| Surname:  Initials:  Telephone: Home:  Work: | | Address:    Post Code:  Email address: | | |
| **EDUCATION AND TRAINING** (Please include all education and training undertaken) | | | | |
| School/College/Other | Qualification | | Grade | Year |
| **MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS** | | | | Year |
|  | | | |  |

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| --- | --- | --- | --- | --- | --- |
| **EMPLOYMENT HISTORY** | | | | | |
| Present Employment | | | | | |
| Name and Address of Present Employer: | | | Job Title:  Date Commenced:  Present Salary:  Period of Notice Required: | | |
| Duties:    Reason for wishing to leave: | | | | | |
| **PREVIOUS EMPLOYMENT:** From most recent post | | | | | |
| Dates  From - To | Employer | Job Title/Duties | | Salary | Reason for  leaving |
|  |  |  | |  |  |

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| **EXPERIENCE AND ACHIEVEMENTS** |
| Please explain how you would relate your education, training and experience (including that not related to  employment) to the requirements of the post for which you are applying. |
| **LEISURE INTERESTS** |
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| --- | --- |
| **REFERENCES:** | |
| Please give the names, addresses, telephone numbers  and status of three referees who are willing and able to  give an opinion on your abilities and academic/professional experience. One referee should be your present or  past employer. | 1.  Email address:- |
| 2.  Email address:- | 3.  Email address:- |
| If your present employer is not quoted please state reason why.  If an offer is made and accepted we reserve the right to contact your present employer. | |
| **ADDITIONAL INFORMATION:** | |
| Where did you learn of this vacancy?  Please supply details of any Criminal convictions as defined under the Rehabilitation of Offenders Act 1974. Having a criminal record will not necessary bar you from working with ALC. | |
|  | |
|  | |
| **DECLARATION**  I hereby declare that the information contained in this form is to the best of my knowledge correct.  Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Thank you for completing the form.  Please return it, along with the equal opportunities monitoring form to:  Deon Rewbury, Manager  Autism Life Centres CIC  At Dan Murphy Day Centre  Brithweunydd Road  Trealaw  Tonypandy  RCT  CF40 2UD  Tel: 01443 719810 / 719815  Email: deon@autismlifecentres.co.uk  Deadline for applications is Monday 7th January 2019 | |