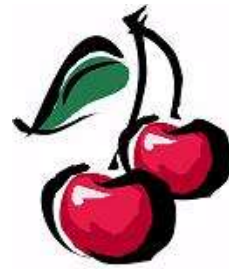


CONFIDENTIAL
Application for Employment



**NORTHAM
LODGE**

It is important that this form is completed accurately.
Northam Lodge is unable to interview an applicant
prior to this form being completed.

Application for the post of: _____

PERSONAL DETAILS (Please print clearly)

Title _____

First name(s) _____

Family name _____

Have you ever been known by any other names? If so, please give details _____

Address (home) _____

Postcode _____

Date of Birth (optional) _____

Tel. (Home) _____ (Mobile) _____ (Work) _____

Email address _____

May we contact you at work? YES / NO

Do you hold a full UK driving licence? _____

If YES, how long have you held this? _____

If YES, do you have any endorsements / penalty points? _____

(If YES, please give details) _____

Do you have the use of a car? _____

The Asylum and Immigration Act 1996 makes it illegal to employ a person who is not
entitled to live or work in the UK.

Are you entitled to live and work in the UK? _____

GENERAL AND FURTHER EDUCATION (SUBJECTS STUDIED)

e.g. school/college/university/adult education/VQ/assessors etc

(please begin with the most recent and work backwards)

General and Further Education Subjects studied	Qualifications and year obtained
	(please continue on a separate sheet if necessary)

Please give details of any training courses attended (with dates) which are relevant to your application:

(please continue on a separate sheet if necessary)
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Please give further details as necessary:

Professional Qualifications	Professional Bodies of which you are a member (with membership level)

MEETING THE PERSON SPECIFICATION

Please detail below any further information you wish to give in support of your application. Show how you meet the criteria laid down in the Person Specification for this job and give any other information that you think is relevant.
(Continue on a separate sheet if necessary).

If called to interview please bring evidence of the following:

- Principal qualifications (details will be checked)

Please note that, should we wish to pursue your application, it will be necessary to produce proofs of identity and address at a later date in order that CRB checks can be sought.

REFERENCES

All offers of employment are subject to receipt of satisfactory written references. Please provide details of two referees, one of whom must be your present or most recent employer, or an academic referee if more appropriate. It may also be necessary to contact any of your previous employers for a reference. The second will preferably be a previous employer or if your previous employer no longer exists, or if there are breaks in your employment over the last three years, please give the name of a responsible person (someone who holds a professional qualification or position in public office) to act as a personal referee. Your personal referee must not be related to you and must have known you for at least three years.

	Referee 1 (current/most recent employer)	Referee 2
Name		
Job Title		
Company Name		
Address		
Telephone no.		
Capacity in which known to you		

May we contact your references prior to a job offer?
(Please state yes/no in appropriate box)

Ref.1

Ref.2

DECLARATION

I understand that if I have deliberately used misleading information to gain employment within Northam Lodge, then I may be instantly dismissed at a later date. The information contained in this application form is, to the best of my knowledge, correct, and gives an accurate representation of my application and employment history. I authorise Northam Lodge to process this application in line with the Data Protection Act 1998.

Signed _____ Date _____

PLEASE RETURN THIS FORM TO:

Northam Lodge
Rose Hill
Heywood Road
Northam
EX39 3PG

Northam Lodge: Registered Charity No. 1081784 Company Registration No. 4010653