



**EMPLOYMENT APPLICATION FORM
OPERATIONAL STAFF**

Address: Dulwich Common, London SE21 7LD
Telephone: 020 8693 3601
Fax: 020 8299 5197
Email: recruitment@dulwich.org.uk

Applicant's Name:	
Post Applied For:	
Where did you see this vacancy advertised?	

TITLE:			
SURNAME:			
FORENAME(S):			
ADDRESS:			
POSTCODE:			
TELEPHONE:		MOBILE:	
EMAIL:			
DATE OF BIRTH:		NI NUMBER:	

EDUCATIONAL HISTORY:

Educational Establishment	Dates		Examination / Qualification
	From	To	

PROFESSIONAL QUALIFICATIONS:

Training Organisation/ Professional Body	Dates		Examination / Qualification
	From	To	

EMPLOYMENT RECORD**Current Job:**

Date employment began:		Current salary:	
Employer's Name and Address	Current job title and responsibilities		
	Reason for leaving		

Previous employment (*please enter in reverse chronological order – most recent first*)

Employer Name and Address	Dates		Job Title and Responsibilities
	From	To	

LEISURE INTERESTS AND ACTIVITIES, MEMBERSHIP OF ORGANISATIONS ETC

PAST OR CURRENT CONNECTION TO DULWICH COLLEGE Please indicate below whether you have any past or current connection with Dulwich College, Alleyn’s School or JAGS (*eg as a pupil, parent, employee, local resident*)

ANY OTHER RELEVANT INFORMATION

DISABILITY

I declare that I know of no reasons, on grounds of mental or physical health, why I should not be able to discharge the responsibilities required by the post I am applying for.

DETAILS OF TWO REFEREES (Please provide two referees. One referee should be your current or most recent employer. Please note references will not be accepted from relatives or from referees writing solely in the capacity of friends.)

Referee 1		Referee 2	
Name:		Name:	
Relationship to referee:		Relationship to referee:	
Address:		Address:	
Tel No:		Tel No:	
Email:		Email:	

Do you require a permit to work in the UK? ***Yes/No** If yes, do you have a current permit to work? ***Yes/No**
Shortlisted candidates will be asked to provide evidence of eligibility to work in the UK at interview.

I am aware that the post for which I am applying is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as 'spent' must be declared. I have not been disqualified from working with children, am not named on DfE Barred List or the Protection of Children Act List, am not subject to any sanctions imposed by a regulatory body and either:

****I have no convictions, cautions or bind-overs OR *I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked Confidential.***

I understand that the successful applicant will be required to provide an enhanced disclosure from the DBS.

*delete as applicable

To meet our obligations under Data Protection Legislation all candidates accept that by signing their application form all or part of the information provided on this form may be used and processed by Dulwich College for recruitment and personnel administration and for equality monitoring. Such use will be subject to the provisions of the Data Protection Act 1998.

Candidates should be aware that the College reserves the right to search social media sites during the selection process in order to discover what is on your profile in the public domain.

I confirm the information given in this form is correct and understand that it will be used in the selection process. I also understand that misleading statements may be sufficient grounds for cancelling any agreements made.

Signature

Date

Please post your completed form to: The HR Department, Dulwich College, Dulwich Common, London, SE21 7LD or send it by email to recruitment@dulwich.org.uk