Job Application Form
St Michael at the North Gate
Cornmarket Street, Oxford OX1 3EY

Position applied for	Church Retail Assistant
Title (Mr Mrs Miss Ms Dr etc)	
Surname	
Forenames	
Address	Postcode
Home telephone	
Mobile telephone	
E-mail	
Country of birth	
Date of birth	

Educational qualifications/professional and technical qualifications

Please include any GCSE, CSE, 'O', 'A' levels or equivalent. Also include any further educational qualifications e.g. University or College degrees, BTEC, diplomas and any other professional & technical qualifications. If more space is required, please use the Additional Information box at the back of this form.

Year	Subject	Qualification Gained

Recent employment

Please give details of employment over the last 5 years (or longer if relevant), starting with the most recent.

Name & address of employer				
Position held				
Reason for leaving				
Dates employed	From		To	
Responsibilities				

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Other Information

Are you in good health? Yes/No If No, please give details
Do you have a current Criminal Records Bureau disclosure? Yes/No If yes, please give date of completion and type of disclosure (Standard or Enhanced)
What period of notice would you be required to give to your present employer (if relevant)?

Reasons for applying

Please give details including how you satisfy the essential criteria for the position

Other relevant skills or experience

Please give details of other skills and experience that may be relevant

Interests

Please give details of interests, hobbies, activities etc.

Declaration

You are employed on the basis of information given on this form. Any significant omissions or incorrect information may be considered to be grounds for instant dismissal. If an employment offer is made, this will be subject to a check with the Criminal Records Bureau. A criminal record will not necessarily be a bar to obtaining a position, dependent on the seriousness and nature of the offence(s).	
Signature of applicant	Date

References

Please provide the names, addresses and other details of two individuals who are willing to provide a reference for you. If possible one of these should be your most recent employer. References will not be sought without prior approval from you.

Full name		
Position		
How you know this person (employer, colleague, friend, etc.)		
Address		
Contact telephone		