



**FOUNDATION**  
The Club's Official Charity

# JOB APPLICATION FORM

# APPLICATION FORM

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Please completed the following sections of the application form and return as your earliest convenience to: [jamie.edwards@foundationstfc.co.uk](mailto:jamie.edwards@foundationstfc.co.uk)

## PERSONAL DETAILS

Position applied for:

Where did you hear about this vacancy?:

Title:

Last name:

First Names:

If you have been known by any other name please specify it here:

Address:

Post code:

Date of birth:

Home telephone number:

Mobile telephone number:

Email address:

Are you eligible to work in the UK?

Please provide your National Insurance Number:

Are you prepared to bring passport/work visa and all relevant original qualifications to interview?

## EDUCATION & TRAINING

| Name of School/College | Date From | Date To | Examinations/Training undertaken or in progress (most recent first) |
|------------------------|-----------|---------|---|
|                        |           |         |   |
|                        |           |         |   |
|                        |           |         |   |

## PROFESSIONAL QUALIFICATIONS

Please list below further professional qualifications, training & CPD including year and agency.

| Date: | Qualification: | Awarding body: |
|-------|----------------|----------------|
|       |                |                |
|       |                |                |

## EMPLOYMENT RECORD

| Name & Address of Employer: | Period of Employment<br>From: To: | Job Title/Job Function/<br>Responsibilities: | Salary and reason for leaving: |
|-----------------------------|-----------------------------------|--|--------------------------------|
|                             |                                   |  |                                |
|                             |                                   |  |                                |
|                             |                                   |  |                                |

## PERSONAL STATEMENT

Please outline the skills and experience you have that demonstrate your suitability for the post, ensuring you address the criteria set out in the personal specification and outline experience relevant to the job description:

## REFERENCES

Please give the names and addresses of your two most recent employers (if applicable). If you are unable to do this, please clearly outline who your referees are (NB. References will only be taken if you are offered the position). Appointment will be subject to the receipt of suitable references.

### REFERENCE 1:

Name:

Job title:

Work relationship:

Organisation:

Dates employed:

Address:

Post code:

Telephone No:

Email:

### REFERENCE 2:

Name:

Job title:

Work relationship:

Organisation:

Dates employed:

Address:

Post code:

Telephone No:

Email:

## DECLARATIONS

I confirm that the information provided in this application form is truthful and accurate. I have omitted no facts that could affect my employment. I understand that any false misleading statements could place any subsequent employment in jeopardy and may lead to dismissal. I understand that any employment entered into is subject to documentary evidence of my right to work in the UK, appropriate qualifications, satisfactory references and a probationary period. I expressly consent to personal data contained within this form being recorded for the purposes of assessing suitability for the post and may form the basis of any subsequent personnel file.

Signed:

Date:



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