|  |  |
| --- | --- |
| **Please return completed application form to the following address:** | [Patrick.McLaughlin@afcwimbledonfoundation.org.uk](mailto:Patrick.McLaughlin@afcwimbledonfoundation.org.uk) |

|  |  |
| --- | --- |
| **Position applied for:** |  |
| **How did you hear about this vacancy?** |  |

Personal Details (Please write or type in BLOCK CAPITALS)

|  |  |
| --- | --- |
| **Surname:** |  |
| **Forenames:** |  |
| **Title:** |  |
| **Previous Names (If any):** |  |
| **Current Address:**  **Please ensure to include full postcode** |  |
| **Daytime Telephone Number:** |  |
| **Email Address:** |  |

Right to Work in the United Kingdom

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Do you have the right to take up employment in the UK** | | Yes |  | No |  |
| **If no, please provide details:** |  | | | | |

Interview Availability

|  |  |
| --- | --- |
| **Please list any dates / times that you are not available for interview.** |  |

Education, Training, Qualifications (Please provide details of schools attended from age 11 years onwards, as well as any other education, training & vocational skills)

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates Attended** | **Secondary & Post 16 Education** | **Subject** | **Qualifications/Grades** |
|  |  |  |  |
| **Dates Attended** | **Higher Education (if any)** | **Subject** | **Qualifications/Grades** |
|  |  |  |  |
| **Dates Attended** | **Vocational and/or Professional Training (if any)** | **Subject** | **Qualifications/Grades** |
|  |  |  |  |

Supporting Statement

Please give your reasons for applying for the post under the headings below referring to the job description, role responsibilities and person specification wherever possible. Please continue on a separate sheet if necessary.

Experience

|  |
| --- |
|  |

Skills, abilities & knowledge

|  |
| --- |
|  |

Personal Attributes

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Please describe any relevant skills you may have from any voluntary work, domestic responsibilities as well as any other activities that you feel would be relevant to the advertised role:** |  |

Availability for Work

|  |  |
| --- | --- |
| **If this application is successful, please indicate the earliest that you would be able to take up employment.** |  |

|  |  |
| --- | --- |
| **Please indicate any holidays dates you are unavailable to work.** |  |

Employment History (Please list your past three employers or your last five years of employment history - whichever is greater. If you are offered employment these employers will be contacted for a reference)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates of Employment** | | **Name of Employer**  **&**  **Full Postal Address** | **Final Job Title**  **&**  **Reason for Leaving** | **Final Salary Prior**  **to**  **Leaving Company** |
| **From** | **To** |
|  |  |  |  |  |
| **Dates of Employment** | | **Name of Employer**  **&**  **Full Postal Address** | **Final Job Title**  **&**  **Reason for Leaving** | **Final Salary Prior**  **to**  **Leaving Company** |
| **From** | **To** |
|  |  |  |  |  |
| **Dates of Employment** | | **Name of Employer**  **&**  **Full Postal Address** | **Final Job Title**  **&**  **Reason for Leaving** | **Final Salary Prior**  **to**  **Leaving Company** |
| **From** | **To** |
|  |  |  |  |  |

Employment Gaps

|  |  |
| --- | --- |
| **Please provide a brief explanation if there are any gaps in your continuous employment history listed above:** |  |

Support Required for Interview/Assessment

|  |  |
| --- | --- |
| **Please provide details of any support or assistance that you may require to enable you to be interviewed for this vacancy:** |  |

Declaration (Please read the following statements carefully as your signature creates a legal declaration on your part)

|  |  |
| --- | --- |
| 1. | I hereby give my consent to the Company processing the data supplied on this application form for the purpose of recruitment and selection. I accept that if my application is successful, this application form will form part of my HR file and in that case I consent to the data on it being processed for all purposes in connection with my employment. |
| 2. | I declare that the information provided on this application form is accurate and truthful. I am aware that any false or misleading statement, or information that I have withheld, may be just cause to invalidate this application - or cause the termination of my employment if I have already been employed. |
| 3. | I understand that any offer of employment is subject to receipt of references and an appropriate level of DBS check that proves satisfactory to the Company, as well as successfully completing an induction and probationary period. |
| 4. | I authorise the Company to obtain references to support this application once an offer has been made and accepted. |

|  |  |  |  |
| --- | --- | --- | --- |
| Signed: |  | Date: |  |

If this application form is completed electronically you will be required to sign and date it if you are invited to attend an interview.