



Office Use Only	
Application number	.....
Date received	.....

## APPLICATION FORM

Please complete all parts of this application form as fully and clearly as possible, using a black or blue pen or equivalent. Please use extra sheets if required.

Please remember to sign the declaration at the bottom of this page.

### Section 1

Post applied for .....

Surname .....First Name .....

Address .....  
.....

Telephone (Home) ..... Work .....

E-Mail ..... Mobile .....

Where did you see the post advertised? .....

Are you required to hold a work permit? .....

### Section 2

Current employment including voluntary work and time spent on childcare.

Employer / Place of work	Position	Dates

**Section 3**

Previous employment. (Including voluntary work and time spent on childcare).

<b>Employer / Place of work</b>	<b>Position</b>	<b>Dates</b>

## Section 4

Education details. Please include any relevant qualifications and training courses.

<b>School / College (including part time, adult education courses and short courses)</b>	<b>Qualifications / Grades (If applicable)</b>	<b>Dates</b>

## **Section 5**

### Supporting information

Using the person specification, please give details of any experience that you feel is relevant to the job or any information you think may assist us in deciding your suitability for the job. Continue on a separate page if necessary.

## Section 6

**Referees** – please give the name and email address of two people who would be willing to give you a reference. (These should, if possible, include a previous employer and not be relatives)

Name .....

Name .....

Relationship to applicant

Relationship to applicant

.....

.....

Email address

Email address

.....

.....

Tel No .....

Tel No .....

May we take up these references before the interview? YES / NO

## Section 7

Do you have any needs we should consider to ensure you have a fair interview (eg accessible room, signer, interpreter etc)?

### Declaration

I declare that the information given on this form is correct to the best of my knowledge

Signed ..... Date .....

Please return the completed form to the office by email to [tina@spsplay.org](mailto:tina@spsplay.org) or by post to Tina Hunt, Children's Scrapstore, Scrapstore House, 21 Sevier St, St Werburghs, Bristol, BS2 9LB.

You will be contacted by phone or e-mail shortly after the closing date if you have been selected for an interview.

