

**ST MARTIN IN THE BULL RING**

-

**JOB APPLICATION FORM****Notes:**

- Read Guidance Notes first
- You may attach a C. V. and/or other information, but you **MUST** also complete this form
- Please complete this form in black ink or type
- Please complete every section, or enter N/A

Reference Code:

Date Sent:

Date Received:

**St Martin in the Bull Ring**  
**Edgbaston Street**  
**Birmingham**  
**B5 5BB**

**1. JOB TITLE****2. PERSONAL DETAILS**

Surname	Other names
Address	Preferred Title (Mr, Mrs, Ms, Revd, Dr etc.)
Postcode	
Date of birth	Telephone No:
Driving license Yes/No	Daytime:
	Evening:
Do you require a work permit? Yes/No	Mobile No:

**CURRENT OR MOST RECENT EMPLOYMENT**

Job title	Date appointed
Employer	Date left
Address	Reason for leaving
	Grade and Salary

**3. PREVIOUS APPOINTMENTS (PAID AND VOLUNTARY) – Latest first**

Dates	Employer	Post held	Reason for leaving

**4. EDUCATION (Secondary, Higher, Further) AND QUALIFICATIONS**

Dates	School/ College/University	Exams taken/ to be taken	Results

**5. OTHER TRAINING RELATED TO THE JOB**

Date	Details	Results

**6. MEMBERSHIP OF INSTITUTES OR RELEVANT ORGANISATIONS**

Name of Institute or Organisation	Type of Membership	Dates

**7. ARRANGEMENTS FOR INTERVIEW**

St. Martins positively welcomes applications from people with disabilities. If you have a disability, are there any arrangements we can make for you, if you are called for interview (which may involve a work-based exercise)?

**8. CONVICTIONS OR CAUTIONS**

Have you ever been cautioned for, or convicted of, a criminal offence?

Yes  No  (N.B. No other information is requested)

Please note that the successful applicant will be required to consent to criminal record checks under the CRB System. **Your employment is strictly conditional upon such checks.**

**9. OTHER INFORMATION IN SUPPORT OF YOUR APPLICATION**

Please indicate how your skills, experience (paid, voluntary and domestic), training, and qualifications match the job requirements as set out in the job description and person specification; also your reasons for seeking this appointment. You may substitute a C.V. for this section **ONLY**.

Please continue on the next sheet.

**OTHER INFORMATION IN SUPPORT OF YOUR APPLICATION**  
**(continued)**

Please continue on further sheets if necessary.

## 11. REFERENCES

Please provide the names and addresses of two referees, one of whom should be your present or most recent employer. If you are a student in training, one referee should be a member of staff on your training course.

Name	Name
Title	Title
Address	Address
Relationship to you	Relationship to you
Telephone No.	Telephone No.
May we request a reference prior to interview, (please say 'Yes' or 'No')	May we request a reference prior to interview, (please say 'Yes' or 'No')

## CONFIRMATION OF DETAILS

Falsification of information on this form will result in your application not being pursued, or your contract being terminated if you have been appointed. Pay particular attention to ticking one of the boxes at Section 9.

I confirm that the details given on this application form are correct and complete to my best knowledge.

I understand that I will be required to produce evidence of all certificates and qualifications stated.

Signed	Dated
--------	-------

This form should be returned by the closing date to:

**St. Martin in the Bull Ring  
Bull Ring  
Birmingham  
B5 5BB**

For Office Use Only	Reasons

**EMPLOYMENT MONITORING STATEMENT**

To help monitor our Equal Opportunities Policy, please tick or complete the following:

JOB APPLIED FOR .....

**ETHNIC ORIGIN**

I would describe my ethnic origin as:

Bangladeshi	<input type="checkbox"/>	Indian	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
Black /African Caribbean	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>	White	<input type="checkbox"/>
<i>Other (please specify)</i>	<input type="text"/>				

**GENDER**

I am:                      Female                          Male   

AGE                          DATE OF BIRTH   

**DISABILITY**

Do you have a disability?                      Yes                          No   

**HOW DID YOU FIND OUT ABOUT THIS JOB?**

This information will be used for statistical purposes and will play no part in the selection process.