



Application Form.

Reference Number:

PART 1 - PERSONAL DETAILS			
Where did you see this post advertised:			
Title:		Surname:	
First Name(s):			
Are you now, have you ever been, or were you at birth known by a different name? Please give details:			
Address:			
Post Code:			
Please provide address history including dates for the past 5 years:			
Address Details:		From:	To:
Telephone Numbers:			
Daytime:	Mobile:	Evening:	
Email Address:			
National Insurance Number:			
Do you hold a full, current driving license?	YES	NO	
Do you have a car that you can use for work?	YES	NO	
Do you have any driving convictions?	YES	NO	

PART 2 - PRESENT OR MOST RECENT EMPLOYER

Present or previous employer			
Address	Post Code:		
Telephone		Salary	£
Position held		Full Time/Part Time	
Date started		Notice Period or leave date	
Key responsibilities of post and main achievements:			
Reason for leaving/Wishing to Leave:			

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(If necessary please continue on a separate sheet of paper)

PART 4 - SCHOOL EDUCATION			
Qualifications/Level	Subject	Grade	Year

PART 5 - FURTHER EDUCATION			
University or College	Degree or Qualification	Course Start Date	Course End Date

PART 6 - MEMBERSHIP/REGISTRATION OF PROFESSIONAL BODIES				
Professional Body	Registration No.	Conditions Affecting Registration	Year Gained	Expiry Date
Are you a member of the Special Constabulary?			YES	NO

Please give details of any former registration with any professional bodies

Professional Body	Registration No	Conditions Affecting Registration	Year Gained	Expiry Date	Reasons for ceasing to be registered

PART 7 – ADDITIONAL INFORMATION

Please provide a written statement detailing your knowledge, skills and attitude in support of your application employment:

Please provide a written statement detailing why you would like to work for Diagrama Foundation:

If necessary please continue on a separate sheet of paper and attach to your completed form.

PART 8 - REFERENCES – We will seek 3 references at the short listing stage. Diagrama reserves the right to contact any previous employer to verify information regarding your employment to ensure the safe guarding of the young people in our care.

	Most Recent/Current Employer	Previous employer	Previous employer
Name:			
Referees Job title:			
Dates Covered:			
Business Name and Address:			

Postcode:			
Telephone:			
Business E-Mail:			
Contact:	YES 	NO 	

PART 9 - DECLARATION

- I certify that, to the best of my knowledge, all the statements made above are true and accurate and, in particular, that I have not omitted any facts which may have a bearing on my application.
- I give explicit consent that the information given on this form may be stored and processed in accordance to the Data Protection Act 1998.
- Diagrama may take steps to verify the information that I have provided by contacting referees and checking professional registers.
- I am aware that providing false information could result in my application being rejected or may lead to summary dismissal if I am selected for a position within Diagrama. If I am registered with any professional body Diagrama will inform them that I have provided false information on my application form.

Signature _____ Date _____