# A blue circle with white text  Description automatically generated

**A WAY OUT** 

Application for Employment

For the Post of  **Childrens’ and Families’ Ministry Leader**

Where did you see this post advertised? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Surname: | Title: |
| Other Names: | Tel (home): |
| Address: | Tel mobile):  |
| Tel (work)\*:\*Discretion will be used if we have to contact you at work |
| Email:  |
| National Insurance Number: | Do you require a work permit? Yes/no |
| Do you hold a full current and clean driving license yes/no  | Do you have use of a car for work purposes yes/no |
| (**For employment in the UK)** If you do not have a National Insurance number and are called for interview, you will be asked to produce evidence of your eligibility to work in the UK in order to comply with the Asylum and Immigration Act 1996 |

# References

Please give the name and address of two referees. One should be your most recent employer and the other your church leader.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Name: |  |
| Position: |  | Position: |  |
| Organisation: |  | Organisation: |  |
| Address: |  | Address: |  |
| Telephone: |  | Telephone: |  |
| Email: |  | Email: |  |
| May we contact this referee prior to your offer yes/no prior to your interview yes/no  | May we contact this referee prior to your offer yes/no prior to your interview yes/no  |

**Present or Last Post**

|  |  |
| --- | --- |
| Position held: | Reason for leaving: |
| Employer: | Salary level: |
| Address: |
| Dates from: | Date to: |
| How many days sick leave have you taken in the last 2 years: |

|  |
| --- |
| Summary of Responsibilities |
|  |

Previous employment or relevant voluntary work (most recent first)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Employer | Job Title | Date from | Date to | Reason for Leaving |
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**Relevant secondary and further education including additional qualifications and training**

|  |  |  |
| --- | --- | --- |
| Qualification, course or awards | Place of Study | Dates |
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**Other relevant skills and experience**

**Safer Recruitment**

All Saints Church follow the Church of England’s Safer Recruitment Guidelines and therefore you will be required to complete a confidential declaration and DBS Check as part of the application process.

**How much notice must you give your present employer?**

## Personal Statement [1000 words / 1 side A4]

What do you feel makes you particularly suitable for this post? Please make use of this space to show how you meet each of the criteria in the job description. Please relate your statement to the job description and give clear examples from your own experience.

## Declaration:

I confirm that the details contained in this application are, to the best of my knowledge, correct and that this application form has been completed by myself. I understand that to provide deliberately false information could result in my dismissal.

I understand that any offer of employment will be subject to receipt of two references that are satisfactory to the All Saints Church PCC. I also agree that my records may be maintained on a computerised database that is subject to the Data Protection Act (2018).

## Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please complete ALL SECTIONS this application form and return it by email to
office.allsaints@gmail.com**