Belle Isle Christian Centre, Belle Isle Avenue,

Wakefield,West Yorkshire,

WF1 5JY

Tel:- 01924 215588

e-mail:- office@crossproject.co.uk

www.crossproject.co.uk

# JOB APPLICATION FORM

Thank you for your interest in working for The CROSS Project. Please complete this application form and return it to the address above by the closing date.

|  |  |
| --- | --- |
| **Post Applied For:** |  |

|  |  |
| --- | --- |
| **Surname** |  |
| **First name(s)** |  |
| **Current Address** |  |
| **Date of Birth** |  |
| **Telephone** |  |
| **Mobile phone** |  |
| **Email address** |  |

|  |
| --- |
| **How did you hear of this vacancy?** |
|  |

|  |
| --- |
| Do you have access to a vehicle and a full driving licence? |
|  |

**CURRENT EMPLOYER**

|  |  |
| --- | --- |
| **Name, address, email and phone number of current employer or organisation**  |  |
| **Month & year started** |  |
| **Current salary/pay** |  |

## (Please continue on separate sheet if necessary)

## EXPERIENCE & EMPLOYMENT

###### Tell us about your current work

|  |  |
| --- | --- |
| **Job Title** |  |
| **Main responsibilities, achievements and experience gained** |  |
| **Notice required** |  |

|  |
| --- |
| **How many days have you been absent from work owing to illness in the last two years?** When taking up references we will ask your most recent employer this. |
|  |

|  |
| --- |
| Please give details of any recent personal or professional development:For example: reading, in house training, placements or secondments, training courses |
|  |

Previous experience, please also include and identify and volunteer experience. Please start with the most recent and work backwards.

|  |  |  |
| --- | --- | --- |
| EMPLOYER/ORGANISATIONName, address, phone, email | **JOB TITLE & EXPERIENCE / SKILLS GAINED**Please also give reason for leaving. | **DATES** |
|  |  |  |

##### (Please continue on separate sheet if necessary)

##### Relevant qualifications and training

|  |  |  |
| --- | --- | --- |
| **SCHOOLS / COLLEGES / TRAINING / UNIVERSITIES ATTENDED** | DATES ATTENDED | **SKILLS / KNOWLEDGE OR QUALIFICATIONS GAINED** |
|  |  |  |

**(Please continue on separate sheet if necessary)**

##### APPLICATION STATEMENT

|  |
| --- |
| **Please give a statement in support of your application, giving your reasons for applying for this post. Consider the Job Description and Person Specification and demonstrate how you meet the criteria.** (Continue on a separate sheet if necessary) |
|  |

**(Please continue on separate sheet if necessary)**

##### REFERENCES

|  |
| --- |
| **Please give details of three people whom we may contact for references.** References will be taken up if you are short-listed. At least one of these referees should have knowledge of your professional practice and one should be from your present, or most recent employer, and the one of the others should be able to support the information you give regarding your faith. |
| NAME | HOW THEY KNOW YOU | **ADDRESS, TELEPHONE NUMBER & EMAIL** | CONTACT BEFORE INTERVIEW**(Yes or No)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**DECLARATION:** I certify that all details given are correct and understand that should any false statement(s) or omission(s) be made on this form The CROSS Project reserves the right of dismissal. I understand that employment with The CROSS Project is subject to the receipt of satisfactory references and formal clearance of any criminal background. I can also confirm I am eligible to work in the UK.

Signature…………………………………………………………………… Date…………………………

(Should you attach any sheets, please can you ensure that there are clearly identifiable as yours).