**Application Form**

**About the Role**

|  |  |  |  |
| --- | --- | --- | --- |
| **Position applied for:** |  | | |
| **Have you previously applied for any position within the organisation?** | **Yes** | **No** | If yes, please provide brief details below: |
| **Where did you hear about the job?** |  | | |

**Personal Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | | |
| **Address inc. postcode:** |  | | |
| **National Insurance Number:** |  | | |
| **Home Phone Number:** |  | **Mobile Phone Number:** |  |
| **Email Address:** |  | | |

**Additional Personal Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Are there any restrictions to your residence in the UK which might affect your right to take up employment in the UK?** | **Yes** | **No** | If yes, please provide brief details below: |
| **Do you have any unspent convictions, cautions, reprimands or warnings?**  (Before you answer this question we must make you aware that you need to disclose any convictions, cautions, warnings, reprimands and previous or pending investigations as these will all appear on DBS checks, and non-disclosure of the information may prevent your acceptance as a Blackpool FC Community Trust employee.) | **Yes** | **No** | If yes, please provide brief details below: |
| **Do you hold a current driving license?** | **Yes** | **No** | Please provide details of any current endorsements on your driving license (e.g. penalty points or driving convictions): |
| **Do you have access to a car?** | **Yes** | **No** |  |

**Employment History**

Please provide any information that highlights your skills and the experience gained in your previous employment, including any voluntary work you may have carried out. Please provide as much information as possible including any periods when self-employed, unemployed, working abroad etc. in the ‘gaps in your employment and education’ section below. (**Starting with your most recent employer)**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employment Dates** | | **Name and Address of Employer** | **Job Title, Main Duties and Responsibilities, Major Achievements** | **Salary on Leaving, Reason for Leaving** |
| **Start** | **End** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Employment History Continued**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employment Dates** | | **Name and Address of Employer** | **Job Title, Main Duties and Responsibilities, Major Achievements** | **Salary on Leaving, Reason for Leaving** |
| **Start** | **End** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Education/Training/Professional Qualifications**

Please list all relevant education, training, professional qualification and professional memberships. Please provide as much information as possible including any periods of time out for travelling, casual work etc. in the following ‘gaps in your employment and education’ section below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Education Dates** | | **Name and Address of School/ College/ Organisation** | **Subject** | **Awarding Body** | **Qualification/ Grades** |
| **Start** | **End** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Education/Training/Professional Qualifications Continued**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Education Dates** | | **Name and Address of School/ College/ Organisation** | **Subject** | **Awarding Body** | **Qualification/ Grades** |
| **Start** | **End** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Are you prepared to make a statutory declaration for any ‘gaps’ in your employment/education history as shown above?** | **Yes** | **No** |

**Information to support your application**

Looking at the Job Description and Person Specification, please explain how your skills, knowledge and experience meet the requirements of the jobs. Please also give any further information that is relevant to your application (you may continue on an additional sheet if necessary).

|  |
| --- |
|  |

**References**

Please list the names and addresses of at least two people from whom a character reference may be obtained. One of which should be your most recent employer.

|  |  |  |
| --- | --- | --- |
| **Please circle if you DO NOT wish us to contact your references prior to interview** | **Yes** | **No** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Address** | **Telephone and Email** | | **Relationship** |
|  |  | **T:** |  |  |
| **E:** |  |
|  |  | **T:** |  |  |
| **E:** |  |

**Declaration**

|  |
| --- |
| I declare to the best of my knowledge and belief that the information given in this application is correct. I understand that any false or misleading information given either in this application form or in any other documentation completed or verbal statement made during the recruitment process may render my contract of employment, if I am appointed, liable to termination.  I consent to my details being held for the purposes of recruitment and selection and am aware that my data will only be held for as long as necessary in accordance with GDPR and Blackpool FC Community Trust’s privacy policy.  **Signature: Date:** |

**Please return this form by email to:** Selina.hayes@bfcct.co.uk **or by post to** Blackpool FC Community Trust, FAO Selina Hayes, Bloomfield Road Stadium, Seasiders Way, Blackpool, FY1 6JJ.