

Application For Employment

Please tick the appropriate boxes where necessary and ensure that the application form is completed in full. CV's will NOT be accepted in support of your application.

This page will be removed prior to shortlisting.

Surname Title

First Names Known as

Home address

Postcode

Home Tel No. Mobile No.

Work No Is it ok to contact you at work? Yes No

Email address



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Do you have a current driving licence? Yes No

Have you previously applied to Sheffield Cathedral? Yes No

Have you previously worked for Sheffield Cathedral? Yes No

If yes, in what capacity?

Current Employment

Start Date (month/year)

Name and Address
of Employer

Position Held and
brief outline of duties

Reason for Leaving
(inc. compromise agreement if applicable)

Current Salary (per annum): £

Notice Period:



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Past Employment

List your previous employment, beginning with the most recent

Start & Finish Dates month/year	Name and Address of Employer	Position Held and brief outline of duties	Reason for Leaving (inc. compromise agreement if applicable)

If there are any gaps in your employment, please explain here:



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Education

Further Education

Name of College or University	Dates Attended month/year	Course	Qualification & Grade

Secondary Education

Name of School	Dates Attended month/year	Qualifications & Subjects	Grade

Are the original certificates available should you be invited to interview? Yes No



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Additional Information

In the space below, please explain why you believe that you are the best person for the post, do not exceed 2 sides of A4.



Additional Information

[Empty box for providing additional information]



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References

Sheffield Cathedral requires the names and contact details of two (or three where specifically requested) employment referees, one of whom must be your current or most recent line manager or tutor in the case of university, college or school leavers.

Name	<input type="text"/>	Position	<input type="text"/>
Organisation	<input type="text"/>	Relationship to Referee	<input type="text"/>
How long have you been known to this referee? (Provide dates month/year)			<input type="text"/>

Address:

Postcode:

Telephone No Email:

May we contact this referee before interview? Yes No

Name	<input type="text"/>	Position	<input type="text"/>
Organisation	<input type="text"/>	Relationship to Referee	<input type="text"/>
How long have you been known to this referee? (Provide dates month/year)			<input type="text"/>

Address:

Postcode:

Telephone No Email:

May we contact this referee before interview? Yes No



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Name Position

Organisation Relationship to Referee

How long have you been known to this referee? (Provide dates month/year)

Address:

Postcode:

Telephone No Email:

May we contact this referee before interview? Yes No



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Declaration

I declare the above information (and that on any attached sheets) is true, accurate and complete to the best of my knowledge.

After I have been appointed, I agree to inform my line manager or supervisor if I am charged, cautioned or convicted of any offence or if I become subject to a Police/Social Services/Social Work Department (Children or Adult's Social Care) investigation.

Name: (Print)

Signature:

Date:

Before an appointment can be made applicants who will have substantial contact with children and / or adults experiencing, or at risk of abuse or neglect in their roles will be required to obtain an enhanced criminal record check (with or without a barred list check (as appropriate) from the Disclosure and Barring Service.

All information declared on this form will be carefully assessed to decide whether it is relevant to the post applied for and will only be used for the purpose of safeguarding children, young people and / or adults experiencing, or at risk of abuse or neglect.

Please note that the existence of a criminal record will not necessarily prevent a person from being appointed, it is only if the nature of any matters revealed may be considered to place a child and / or an adult experiencing, or at risk of abuse or neglect at risk.

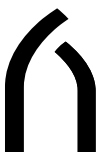
Positive About Disabled People

As users of the disability confident scheme, we guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy.

'Physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day to day activities'

Please indicate if you have a physical or mental impairment that is covered by the definition above by circling box below.

Yes No



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What to do now?

Please ensure that you have completed the application fully and return it to Sheffield Cathedral, Church Street, Sheffield, S1 1HA or nicola.burgin@sheffield-cathedral.org.uk

If you complete this form electronically, you will be asked to sign all the relevant parts if invited for interview.

Sheffield Cathedral will then advise you if your application has been successful. We are unable to provide feedback on unsuccessful applications.

