



Merstham Community Facility Trust
bringing people together

Application Form

Application for employment as:

Surname	
Other names	
Address	
Telephone	
Email	

Education – Secondary and above (continue on separate sheet if necessary)

Name of school/College/Institute	Dates attended	Subjects/Course	Exams/Qualification gained

Current Employer (if appropriate)

Employer (include address)	Job title	Dates employed between
Skills used/learned:		
Reason for leaving:		

Employment history

Please tell us about other jobs/voluntary roles you have done and about the skills you used and/or learned in those jobs/voluntary roles (use an additional sheet of paper if necessary)

Employer	Job title	Dates employed between
Skills used/learned		
Skills used/learned		

Supporting Statement

IMPORTANT - Please ensure you have read the job description and person specification before writing your supporting statement. In your supporting statement you should tell us why you applied for this position and any particular skills/experience you would be able to contribute.

Your supporting statement should be returned with this application form and should be no more than 2 sides of A4 if typed, or 3 sides if handwritten.

References

Please provide the names and contact details of 2 people who can provide us with a reference. If you have been employed then one must be your current/last employer.

Name	Contact Details (address/email)	Relationship (how do they know you?)

Other

Have you ever been convicted of a criminal offence? (declaration subject to the Rehabilitation of Offenders Act 1974)	Yes/No
--	--------

If you have a disability please tell us about any adjustments we may need to make to assist you at interview

--

Please tell us if there are any dates when you will not be available for interview

--

I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

Signature _____ Date _____
(If you return your form by email then you will be asked to sign it at interview, if invited).

Thank you for completing and returning this application. Please note that we will not contact you unless we are taking your application further.