

TUTORIAL STAFF APPLICATION FORM

This form will be photocopied. All information entered on this form will be validated.

APPLICATION FOR APPOINTMENT AS: _____

1 Personal Details.

Surname _____ Title: Dr Mr Mrs Miss Ms
(Please indicate)

Forename(s) _____

Address _____

E-mail address _____

Telephone Home No. _____ Work _____ Mobile _____

National Insurance Number _____

If not a UK national do you already have a work permit for the UK YES NO NA
(Please indicate)

Do you have a valid driver's licence? YES/NO

2 Present Employment.

Current Employer's Name and Address _____

Job Title _____ Date Appointed _____

Allowance/Grade _____ Total Salary _____

Brief outline of responsibilities: _____

Number of employees in your present organisation _____

Period of Notice Required _____

3 Please list your personal interests.

8 Employment Record - in chronological order including non-teaching please.
 (Continue on page 4 if necessary).

Employer	Description of Duties	Type of School or Organisation and Position Held	Reason for Leaving
Name Address Salary From: To:			
Name Address Salary From: To:			
Name Address Salary From: To:			

9 How did you arrive at your present career choice?

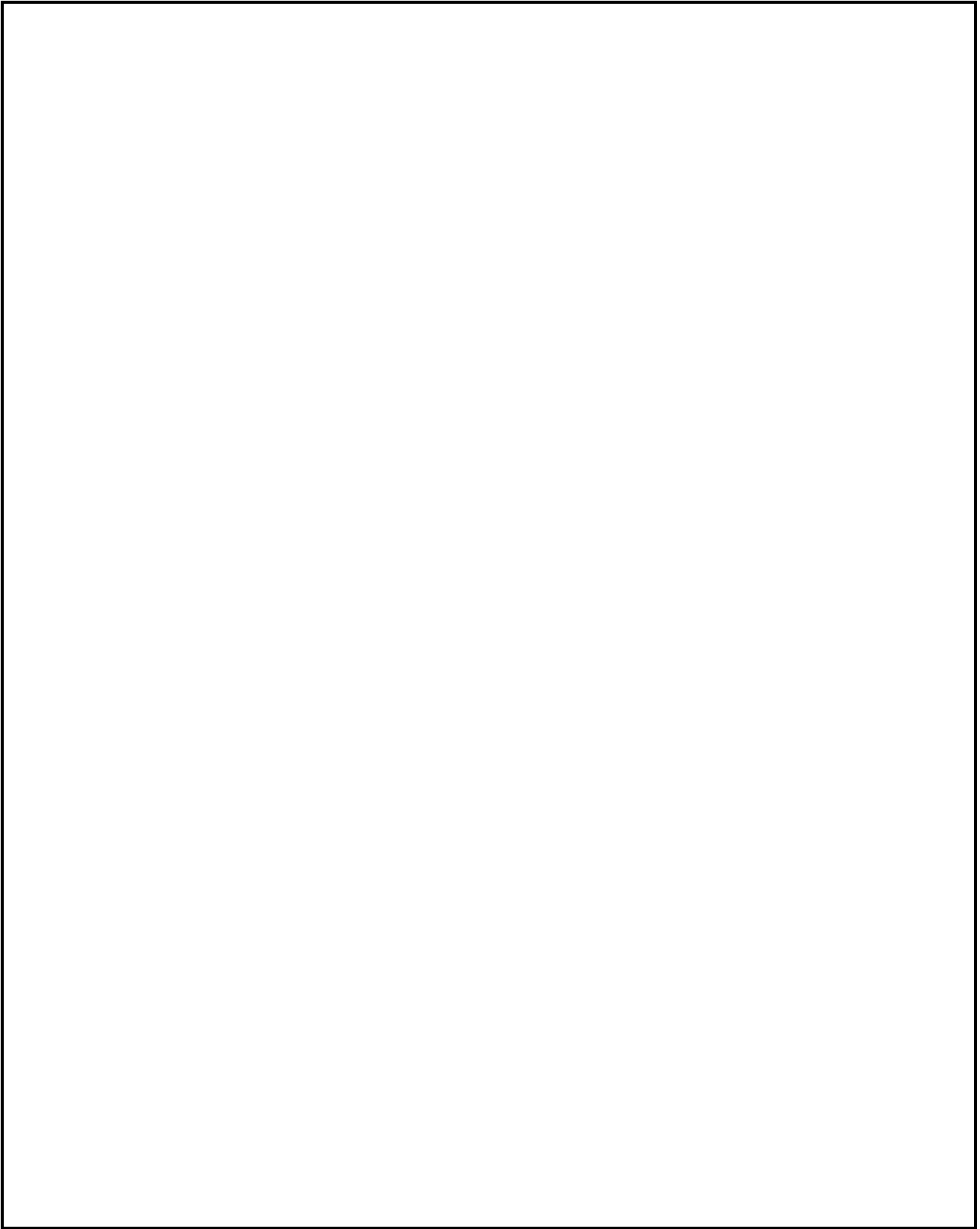
(Continued from page 3 if necessary)

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10 Supporting Statement - To be completed within the space provided

(Please make reference to the Information Pack provided)

(Supporting Statement Continued)

A large, empty rectangular box with a black border, occupying most of the page. It is intended for a supporting statement.

11 Please Nominate Two Referees

If you are in employment one referee should be the Head of your present organisation. If there are reasons for this not being possible, a senior member of management should be identified. Other references should include either a senior manager of an educational institution, or a past employer. All references will be taken up as and when appropriate.

First Referee	Name and Address	Second Referee	Name and Address
Telephone Number		Telephone Number	
Email address		Email address	
Occupation		Occupation	
Relationship to you		Relationship to you	

12 Declaration

Please see guidelines before completing this section.

Have you at any time been barred from teaching by the DfE? YES/NO

I declare that I have no criminal conviction, neither have I received a Caution.

Please initial this statement if it is correct.

I declare that I am currently not involved in any Court or Tribunal Proceedings nor, as far as I am aware, are any such proceedings pending.

Please initial this statement if this is correct.

I declare that the information contained in this application form is true and complete and I acknowledge that it forms the basis on which Landau Forte College is considering my application. I accept that if it shall subsequently be established that I have given false or misleading statements or information in any way then the College may refuse to consider my application further and if I have been appointed to any position at Landau Forte College then Governing Body shall be entitled forthwith to terminate my contract of employment.

Signature _____

Name Printed _____

Date _____

Please indicate where you saw this appointment advertised:

1. Derby Evening Telegraph
2. Nottingham Evening Post
3. Times Education Supplement
4. Times Education Supplement Web Site
5. Landau Forte College Web Site
6. Other