Bromley by Bow Centre

Job Application Form

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| Job you are applying for | | | |  | | | | | | | | | | | |
| Department or team  (if known) | | | |  | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| First name(s) | | | |  | | | | | | | | | | | |
| Last / family name | | | |  | | | | | | | | | | | |
| Title | | | |  | | | | | | | | | | | |
| Address | | | |  | | | | | | | | | | | |
| Postcode | | | |  | | | | | | | | | | | |
| Telephone number | | | |  | | | | | | | | | | | |
| Email address we can use | | | |  | | | | | | | | | | | |
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| Please tell us what attracts you to this job and how it matches your skills and experience | | | |  | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| Tell us about your work history (including self-employment and volunteering) | | | | | | | | | | | | | | | |
| Dates  (most recent first) | | Employer’s name & address | | | | Job role & key responsibilities | | | | | | | | Reason for leaving | |
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| Your formal education and training (please start with your highest academic qualifications first) | | | | | | | | | | | | | | | |
| Dates | | School / College / University | | | | | Course(s) | | | | | Qualification / grade | | | |
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| Tell us about any other training you have had | | | | | | | | | | | | | | | |
| Date | | Details of the training | | | | | | | | | | Qualification (if applicable) | | | |
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| First/native language | | | |  | | | | | | | | | | | |
| Other languages spoken | | | |  | | | | | | Level | | |  | | |
|  | | | | | | Level | | |  | | |
|  | | | | | | Level | | |  | | |
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| Please name two people who can act as Referees  They should not be relatives. Employment is subject to satisfactory references. Your current employer will not be approached without your permission. | | | | | | | | | | | | | | | |
| Name | | |  | | | | | | Name | |  | | | | |
| Job title | | |  | | | | | | Job title | |  | | | | |
| Organisation | | |  | | | | | | Organisation | |  | | | | |
| Relationship (to you) | | |  | | | | | | Relationship (to you) | |  | | | | |
| Email address | | |  | | | | | | Email address | |  | | | | |
| Telephone number | | |  | | | | | | Telephone number | |  | | | | |
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| Do you consider yourself to have a disability? (according to the definition in the Equality Act) 2010?) | | | | | | | | | | | | | Yes | | No |
| If you have a disability please tell us about any  adjustments we need to make to assist you at interview | | | | | | | |  | | | | | | | |
| If you require any reasonable adjustments to the recruitment process, including the application process and interview,  please provide details on a separate sheet of paper | | | | | | | | | | | | | | | |
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| Are you free to remain and take up employment in the UK? | | | | | | | | | | | | | Yes | | No |
| Please note that you will be required to provide appropriate documentary evidence of this at interview.  For examples of acceptable documents please see [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk) | | | | | | | | | | | | | | | |
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| Have you ever been convicted of a criminal offence which is not a spent conviction? (within the terms of the Rehabilitation of Offenders Act 1974) | | | | | | | | | | | | | Yes | | No |
| If yes, please give full details | | | |  | | | | | | | | | | | |
| The Bromley by Bow Centre undertakes not to discriminate unfairly against any applicant on the basis of a conviction or other information revealed | | | | | | | | | | | | | | | |
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| How did you hear about this job? | | | | |  | | | | | | | | | | |
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| I confirm that to the best of my knowledge the above information is correct | | | | | | | | | | | | | | | |
| Signature |  | | | | | | | | | | | | | | |
| Date |  | | | | | | | | | | | | | | |
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| Please return this completed form to: | | | | | | | | | | | | | | | |
| HR Team  Bromley by Bow Centre  St Leonard’s Street  London E3 3BT | | | | Email: [hr@bbbc.org.uk](mailto:hr@bbbc.org.uk)  Tel: 020 8709 9724 | | | | | | | | | | | |
| The Bromley by Bow Centre is a charity registered in England & Wales (no 1041653) and a Company Limited by Guarantee (no 2942840) | | | | | | | | | | | | | | | |