

Please complete all sections of the application form in conjunction with the job description and person specification.

The information provided on this form will be processed in accordance with the Data Protection Act 1998. This means that the information will be kept securely and confidentially, and only disclosed to an appropriate authority.

Position applied for:	
Where did you see the post advertised?	

SECTION 1: Personal details

Title: Dr/Mr/Mrs/Miss/Ms/Other	Forenames:	Surname:
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Date of birth:	Former surnames (if applicable):
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National Insurance number:

Address:	Contact details:	
	Home:	
	Work:	
	Mobile:	
	Email address:	

Previous address (if resident at current address for fewer than five years):

Are you eligible for employment in the UK?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If "No", please provide details:

SECTION 2: Education (please start with most recent)

Name of School / College / University	Dates of attendance (in month/year)	Qualifications			
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		Subject	Result	Date	Awarding body
	From:				
	To:				
	From:				
	To:				
	From:				
	To:				

	From:				
	To:				

Membership of relevant professional institutions:

SECTION 3: Other vocational qualifications, skills or training

Please provide details of any vocational qualifications or skills that you possess or training that you have received which you consider to be relevant to the role for which you have applied.

Details of training:	Date completed (mm/yy):
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SECTION 4: Employment

Current/most recent employer:	
Current/most recent employer's address:	
Current/most recent job title:	
Date started:	Date employment ended (if applicable):
Please provide a brief description of duties:	
Reason for seeking other employment:	
Please state when you would be available to take up employment if offered:	

SECTION 5: ALL previous employment and/or activities (including volunteering) since leaving secondary education
Please continue on a separate sheet if necessary

Name and address of employer	Dates (month/ year)	Position held and/or duties	Reason for leaving
	From:		
	To:		
	From:		
	To:		
	From:		
	To:		
	From:		
	To:		
	From:		
	To:		
	From:		
	To:		

SECTION 6: Gaps in your education/employment history

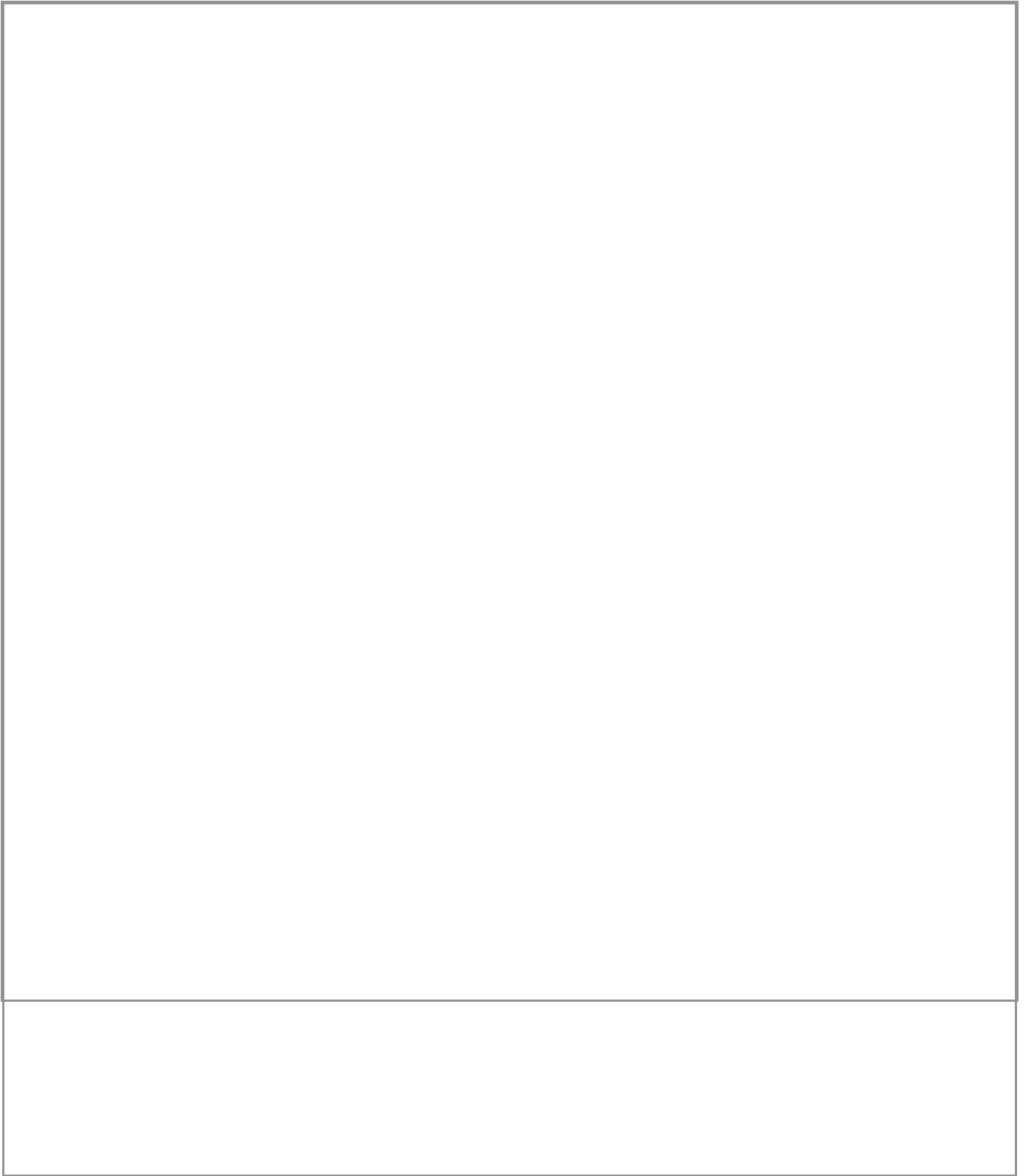
If there are any gaps in your education/employment history, e.g. looking after children, sabbatical year, or if you have spent any longer than a 3 month period overseas, either living or working, please give details and dates.

SECTION 7: Supporting statement

Please give your reasons for applying for this post and say why you believe you are suitable for the position. Study the job description and person specification and describe any experience and skills you have gained in other jobs or similar environments which demonstrate your ability and aptitude to undertake the duties of the post. Continue on a separate sheet if necessary.

SECTION 8: Interests

Please give details of your interests, hobbies or skills which you feel are relevant to your application.



SECTION 9: References

Please supply the names and contact details of two people who we may contact for references. One of these must be your current or most recent employer. If you are a student, one should be a senior staff member from your place of study. Neither referee should be a relative or someone known to you solely as a friend. Newcastle Rugby Limited reserves the right to take up references from any previous employer. If you have not been previously employed, a suitable character reference must be used.

References will only be taken up if you are shortlisted for the post you are applying for. We recommend contacting your referees in advance to check they are willing to act as a referee and so they can expect our request. Where possible, references will be checked and verified before any candidate is invited to interview.

If Newcastle Rugby Limited receives a factual reference i.e. one which contains only limited information about you, additional references may be sought.

If you have previously worked overseas Newcastle Rugby Limited may take up references from your overseas employers.

Newcastle Rugby Limited may also telephone your referees in order to verify the reference they have provided.

Referee 1				Referee 2			
Name:				Name:			
Organisation:				Organisation:			
Address:				Address:			
Email address:				Email address:			
Telephone no:				Telephone no:			
Occupation:				Occupation:			
May we contact prior to interview?				May we contact prior to interview?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

SECTION 10: Additional information

Existing contacts at Newcastle Rugby Limited. Please indicate if you know any existing employees of Newcastle Rugby Limited and if so, how you know them:			
Do you hold a full driving licence?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you have any endorsements?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If 'Yes' please give details:			