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| APPLICATION FORM FOR (please enter job vacancy title here) | |
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| Once completed, please email to[recruit@newlon.org.uk](mailto:recruit@newlon.org.uk) | |
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| SECTION 1: ABOUT YOU | |
| Title:  Surname:  Full First Names:  Preferred Name:  Address: | Home Telephone No:  Office Telephone No:  Mobile:  Email:  (we will use this email address to contact you)  May we ring you at work? YES/NO  (delete as applicable)  Do you require a work permit? YES/NO  (delete as applicable)  If yes, do you have a valid permit? YES/NO  (delete as applicable) |
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| SECTION 2: YOUR CAREER | |
| Please attach your CV clearly showing  * Your career history including start and end dates of employment, and reason for leaving. * Your educational achievements and any qualifications you have. * Please title your application and CV with your full name, vacancy title and CV/application (e.g. Full name–vacancy title–CV). | |

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| SECTION 3: USING THE INFOMATION FROM THE JOB PACK AND BOARD MEMBER ROLE PROFILE, PLEASE PROVIDE A STATEMENT TELLING US HOW YOUR SKILLS AND EXPERIENCE MEET THE REQUIREMENTS OF THIS ROLE (max 500 words). | |
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| SECTION 4: YOUR REFEREESPlease provide reference details from the organisations you have worked with in the last three years. We do not accept character references.If you were/are in full-time education, please provide the details of your education provider. | |
| Reference 1 (most recent employer) | Reference 2 |
| Name: Job Title:  Organisation name:  Address:  Telephone no:  Email: | Name: Job Title:  Organisation name:  Address:  Telephone no:  Email: |
| Relationship: | Relationship: |

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| Reference 3 | Reference 4 |
| Name: Job Title:  Organisation name:  Address:  Telephone no:  Email: | Name: Job Title:  Organisation name:  Address:  Telephone no:  Email: |
| Relationship: | Relationship: |
| Additional references (if the above does not cover the last three years) – add information here | |
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| SECTION 5: YOUR AVAILABILITY | |
| Are you available for testing and interview on the proposed dates? | |
| Do you require additional assistance? | |
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| SECTION 6: DECLARATIONS | |
| As a publicly-funded organisation Newlon has very high standards of probity. We need to be able to take steps to prevent any conflicts of interest that might arise in the course of this recruitment process. We therefore ask you to declare any interests that you know you have in relation to Newlon. For example, are you a Newlon resident or are you closely connected to a Newlon resident? Are you closely connected to a Newlon employee or Board member? Do you have a financial or managerial involvement in any organisation that Newlon does business with? Please indicate below whether you have any interests to declare: I have no declaration of interest to register 🞏  I wish to declare the following interest  Name (self or other): …………………………………………………..  Nature of Interest: ……………………………………………………………………………………………………….  Please expand as necessary | |
| I declare that the information provided in this application form is to the best of my knowledge correct and if I am appointed will form part of my contract of employment. I understand that any false information could lead to disciplinary action, which may result in dismissal. I also understand that appointment will be subject to satisfactory references and medical questionnaire, and if appropriate, confirmation of statutory qualifications/resignation and a police check. By completing this application form I am giving consent to Newlon Housing Trust to process my personal data as appropriate for employment purposes under the Data Protection Act 1998. | |
| Signed: | Date: |

Due to the high volume of applications that we receive, please note that we will only be able to contact candidates selected to go onto the next stage. If you do not hear from us a week after the deadline date has passed, unfortunately your application has not been successful. We appreciate the time and commitment that goes into preparing an application, and hope this will not discourage you from applying

Thank you for completing the application. Please email to [recruit@newlon.org.uk](mailto:recruit@newlon.org.uk)