BRIGHTON YOUTH CENTRE – APPLICATION FORM

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| Position being applied for: |  |
| Please tell us where you heard about this role: |  |

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| **Your details** |
| Name: |  |
| Address: |  |
| Postcode: |  |
| Phone: |  |
| Email: |  |

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| **Education and training** |

Please given details of any courses, qualifications or other training relevant to the role:

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| --- | --- | --- |
| Date | Course and training organisation/academic institution | Qualifications Achieved |
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| **Employment History** |

### Your current or most recent employer:

Name of employer:

Address:

Postcode:

Job title:

Length of time with employer:

Reason for leaving:

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| **Employment History – Continued** |

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| Duties, skills and experiences gained:  |

### Previous employers:

Please tell us about other jobs you have done and about the skills you used or learned in those jobs.

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| --- | --- | --- |
| Dates of employment | Job Title | Duties, skills and experience gained |
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| **Supporting Statement** |

Please tell us why you applied for this job and why you think you are the best person for the job referring to the points in the Job Description and Person Specification, please use additional sheets if required, but no more than 2 sides A4. Shortlisting will be based on the supporting statement, therefore please give examples of your work.

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| **Interview Arrangements and Availability** |

If you have a disability, please tell us if there are any reasonable adjustments we can make to help you in your application or with our recruitment process.

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Are there any dates when you will not be available for interview?

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When can you start working for us?

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| **Right to Work in the UK** |

Do you need a work permit to work in the UK? Yes / No

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| **References** |

Please give the names and contact details of 2 people who we can ask to give you a reference. At least one should be your current or most recent employer, if previous employment exists. We may ask them before an employment offer is made. We will not ask your current employer until we get your permission.

### Referee 1

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Postcode: |  |
| Phone: |  |
| Email: |  |

### Referee 2

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Postcode: |  |
| Phone: |  |
| Email: |  |

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| **Declaration** |

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Name:

Signature:

Date:

Please return this completed form to

**Brighton Youth Centre,**

**94 Gloucester Rd,**

**Brighton and Hove,**

**BN1 4AP**

or by email to **office@brightonyouthcentre.org.uk**