



EMPLOYMENT APPLICATION FORM

Please send your completed application and a covering letter outlining your suitability for the role to: HR Office, The Chapter House, The College, Ely, Cambs, CB7 4DL or careers@elycathedral.org

Application for employment as:

Personal Details

Surname Other names
Address Email Address
..... Telephone No.
.....

Are you eligible to live and work in the UK? (please delete as appropriate): Yes/No

Do you have criminal convictions that have occurred during the past 5 years, or have you at any time been convicted of a crime that has resulted in a prison sentence? Yes/No

If “Yes” please give details:

.....

(Note: You do not have to disclose any offence which is a spent offence under the Rehabilitation of Offenders Act 1974)



Education and Training

Please list your qualifications, including any professional qualifications and other training undertaken:-

Employment History

Please start with your present or most recent employment and work backwards

Date from to	Name of employer and nature of business	Position held and brief details of duties	Salary

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Additional Information

Please state why you feel you are suitable for this post, and give any additional information in support of your application (continue on a separate sheet if you wish).

References

Please give details of two people we can contact who are willing to give you a reference and who are not related to you. *No approach will be made to your present employer before an offer of employment is made and without your prior consent.*

(1) Name:

Occupation:

Address:

Email:

Capacity in which this person is known to you:



(2) Name:

Occupation:

Address:

Email:

Capacity in which this person is known to you:

Ely Cathedral will treat all personal information with the utmost confidentiality and in line with current data protection legislation. Should you be successful in your application, the information provided, and further information which will be gathered at the relevant time, will be subsequently used for the administration of your employment.

Declaration

I confirm that the information I have given on this application form is, to the best of my knowledge and belief, true in all respects. I understand that, should it subsequently be found that I have knowingly provided false or misleading information, any offer of employment may be withdrawn or terminated without notice.

Signature Date