



King Edward VI
Almshouses

Application form for employment as Finance Office

PERSONAL DETAILS

Name:

Address:

Postcode:

Phone:

Email:

EDUCATION

Please give details of educational and professional qualifications, together with dates and names of schools/colleges attended.

Dates		Place of Study	Qualifications Attained
From	To		



King Edward VI Almshouses

--	--	--	--

PRESENT AND PREVIOUS APPOINTMENTS

Beginning with your current or most recent employer and working backwards in chronological order, please give details of your career to date.

Dates		Employer	Job Title and Summary of Duties	Reason for Leaving
From	To			



King Edward VI **Almshouses**

--	--	--	--	--

YOU AND THE JOB

Please tell us why you have applied for this job and what interests you in the role.



King Edward VI **Almshouses**

Please tell us about the skills and personal qualities that you will bring to the role.



King Edward VI **Almshouses**

HOBBIES AND INTERESTS

Please give details of your main hobbies and interests outside of work.

REFERENCES



King Edward VI **Almshouses**

Please give the names of two referees, one of whom should normally be your current employer. It is important that they can comment on your professional expertise and knowledge. *No approach will be made to your present employer or a past employer before an offer of employment is made to you.*

1.

Name:

Address:

Postcode:

Phone:

Email:

2.

Name:

Address:

Postcode:

Phone:

Email:

RIGHT TO WORK IN THE UK

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



King Edward VI **Almshouses**

REASONABLE ADJUSTMENTS

Please give details below if there are any “reasonable adjustments” we can make to assist you in your application or with our recruitment process

DECLARATION

I confirm that the information contained on this application form is correct and accurate to the best of my knowledge and I accept that providing deliberately false information could result in my dismissal. I agree to the information being processed in accordance with the Data Privacy and Protection Policy of KEVI Corporate Trustee Limited

Signature

Date