**INSPIRE! APPLICATION FORM**

If possible please complete this form electronically. If completing the form by hand, please write in **Block Capitals** and use **Black Ink**.

Please note, Inspire! operates an anonymous recruitment policy and only Section 2 of your application form will be passed to the recruitment panel for shortlisting purposes.

**SECTION 1: APPLICANT DETAILS**

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| **Applicant contact details** | |
| **Forename(s)** |  |
| **Surname** |  |
| **Current Address** |  |
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|  |  |
| **Post Code** |  |
| **Telephone number** |  |
| **Email address** |  |
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| **Please disclose if you are a relative or friend of anyone currently working at Inspire!** | |

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| **Eligibility to work in the UK** | | | | |
| Do you have the legal right to live and work in the UK? | **Yes** |  | **No** |  |
| Is this subject to having a work permit? | **Yes** |  | **No** |  |

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| I certify that, to the best of my knowledge, the information contained in support of my application is complete and correct. I understand that providing false information is an offence and could result in the application being rejected. | ***Signature of applicant*** |
| I give my consent to Inspire! to process and retain the data supplied in my application for 12 months following the end of the recruitment campaign.  **Yes / No** (delete as appropriate) | |
| I give my consent to Inspire! to contact me should any further suitable vacancies arise during this period of 12 months.  **Yes / No** (delete as appropriate) | |
| I give my consent for Inspire! to contact the referees listed on this application.  **Yes / No** (delete as appropriate) | |
| ***Date*** | |

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**SECTION 2: APPLICATION FORM**

Please complete all sections clearly.

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| 1. **Post details** | |
| **Job title:** | |
| **How did you learn of this vacancy?** | **Closing date:** |

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| 1. **Details of current or most recent post** | |
| **Job title:** | **Salary:** |
| **Organisation:** | **Notice required:** |
| **Address:** | **Reason for leaving:** |
| **Start date:** MM/YYYY | **End date (if applicable):** MM/YYYY |
| **Main areas of responsibility:** | |

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| 1. **Career details**   ***In chronological order, starting with your most recent previous post, please outline:***   * ***Job title*** * ***Name of organisation*** * ***Dates of employment*** * ***Main areas of responsibility*** |
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| 1. **Education**   ***In chronological order, starting with your current or most recent education, please outline:***   * ***Name of academic institution*** * ***Dates of attendance*** * ***Qualifications studied*** * ***Grades achieved***   ***Please also include details of any professional courses, qualifications or membership, if applicable.*** |
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| 1. **Other relevant experience, including voluntary work**   ***Please include:***   * ***Name of organisation*** * ***Dates*** * ***Main areas of responsibility*** |
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| 1. **Breaks in employment, education and training**   ***Please provide an explanation for any periods not in employment, education or training, including dates and details.*** |
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| 1. **Skills and interests**   ***Please provide additional information on your skills and interests*** |
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| 1. **Referees** |
| Please provide contact details (name, occupation, address, telephone and email address) of two referees including your present or most recent employer.  **References will be requested after interview, if an offer of employment is made.** |
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| 1. **Supporting Statement** |
| Please outline why you have applied for this role and demonstrate how you meet the requirements as set out in the **person specification**.  **Please do not exceed two sides of A4.** |
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**SECTION 3: EQUAL OPPORTUNITIES**

Please note that this form is for monitoring purposes only and will not affect your application.

| **Equal Opportunities Recruitment Monitoring** | | | | | | | | | | | | | | | | | | | | | | | |
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| 1. **Gender** | |  |  | | | **Male** | | | | | |  | | **Female** | | | | | | | | | |
|  | |  |  | | |  | | | | | |  | |  | | | | | | | | | |
| 1. **Age** | | |  |  | | --- | --- | |  |  | | | | | | | | | | | | | | | | | | | | | | |
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| 1. **Ethnicity** | | To which of these ethnic groups do you consider you belong? Please pick one from sections a-e and mark one box. | | | | | | | | | | | | | | | | | | | | | |
| 1. **White** |  |  | | | **British** | | |  | | **Irish** | | | | | | | |  | | **Turkish** | | | |
|  |  | **Other white background:** | | | | | | | |  | | | | | | | | | | | | | |
| 1. **Black** |  |  | | | **African** | | |  | | | **Caribbean** | | | | | | |  | |  | | | |
|  |  | **Other black background:** | | | | | | | | |  | | | | | | | | | | | | |
| 1. **Asian** |  |  | | | **Bangladeshi** | | |  | | | **Indian** | | | | | | |  | | **Pakistani** | | | |
|  |  | **Other Asian background:** | | | | | | | | |  | | | | | | | | | | | | |
| 1. **Mixed** |  |  | | | **White/Black African** | | |  | | | **White/Black Caribbean** | | | | | |  | | | **White/Asian** | | | |
|  |  | **Other mixed background** | | | | | | | | |  | | | | | | | | | | | | |
| 1. **Other** |  |  | | | **Arab** | | |  | | | **Chinese** | | | | | |  | | |  | | | |
|  |  | **Any other background** | | | | | | | | |  | | | | | | | | | | | | |
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| 1. **Religion** | | Please indicate if you are a member or a follower of any of these religious groups: | | | | | | | | | | | | | | | | | | | | | |
|  | |  | | **No Religion** | | |  | | **Buddhist** | | | |  | | | **Christian** | | | | |  | **Hindu** | |
|  | |  | | **Jewish** | | |  | | **Muslim** | | | |  | | | **Sikh** | | | | |  | **Other** | |
|  | | **If Other, please provide further details**: | | | | | | | | | | |  | | | | | | | | | | |
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| 1. **Disability** | | **Do you consider yourself disabled?** | | | | | | | | | | |  | | **Yes** | | | |  | | | | **No** |