**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** |  |
|
|  |  |
| **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**
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| 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**
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| 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** |
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| 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** |  |
|  |  |
| 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**: |  |
|  |  |  |  |  |  |
| 1. **Disability**
 | **Do you consider yourself disabled?** | ***[ ]***  | **Yes** | [ ]  | **No** |