

KIRKLEES STADIUM DEVELOPMENT LTD  
THE JOHN SMITH'S STADIUM  
STADIUM WAY  
HUDDERSFIELD  
HD1 6PG  
Tel: 01484 484151  
Email: reception@ksdl.org.uk



## APPLICATION FORM

### VACANCY DETAILS

Position Applied For .....

### PERSONAL DETAILS

Title (Mr/Mrs/Miss/Ms) ..... First Name (s) .....

Surname .....

Address .....

.....

Postcode ..... Date of Birth (optional) .....

Tel No (Home) ..... (Work) .....

Mobile .....

E-Mail .....

Are you: Male  Female  NI No .....

### EMERGENCY CONTACT DETAILS

Contact Name ..... Address .....

Relationship to you .....  
.....

Telephone number .....  
.....

Mobile number ..... Post Code .....

**EDUCATION/QUALIFICATIONS – including any Course(s) which you have undertaken which may be relevant to the job, e.g. First Aid**

Qualifications/Examinations/Courses Date of Completion	Results/Grade (or expected grades)	Membership Level	Professional Association

**PRESENT/MOST RECENT EMPLOYMENT (if any)**

Job Title .....	Start Date .....
Employer .....	
Address .....	
Postcode .....	Tel No .....
Main Responsibilities .....	
Salary .....	Notice Period .....
Date Left (if applicable) .....	Reason for leaving .....

**PAST EMPLOYMENT/EXPERIENCE (if any)**

Please include voluntary work or other relevant experience

<b>Employer Dates From and To</b>	<b>Job Title and Main Responsibilities</b>	<b>Reason for Change</b>

**GENERAL INFORMATION**

Do you have secondary employment which you would continue with if you were employed by KSDL?

Yes  No

If yes, please give details .....

Do you have any relatives employed by KSDL?

Yes  No

If yes, please give details .....

Have you been convicted of a criminal offence either before a civil or military court which is not yet "spent" under the Rehabilitation of Offenders Act 1974?

Yes  No

If yes, please give details of the nature of offence(s).....

Date(s) ..... Sentence(s) .....

.....

## HOBBIES & INTERESTS

Please detail any hobbies or interests that you may have which you feel display important information about you, or that you feel may be beneficial to the Company.

## KNOWLEDGE/EXPERIENCE/SKILLS/QUALIFICATIONS

Please refer to the Job Description for the role you are applying for and give specific details of how you meet the requirements of the role, which will be used in assessing your suitability for the post.

**Relevant Knowledge:**

**Relevant Experience:**

**Relevant Skills:**

**Relevant Qualifications**

Please continue on an additional sheet, if necessary.

**HOW DID YOU LEARN ABOUT THIS VACANCY? E.g. Newspaper, Job Centre, Internet etc**

**IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006**

It will be a condition prior to employment that evidence regarding eligibility to work in the United Kingdom is provided. This evidence could include a Birth Certificate, P45, Pay Slip, P60, NI Card or an appropriately endorsed Passport.

Do you need a work permit to take up employment in the UK?

Yes

No

If yes, please state expiry date of visa/work permit: .....

**EQUALITY ACT 2010**

Please contact us if you need this application form in an alternative format or if we need to make any adjustments should you be selected for interview.

**DATA PROTECTION**

Upon receipt of your application form, KSDL will be the Data Controller of your personal data. KSDL will hold all the information you have given on this application form for legal requirements and for the purposes of personnel administration and statistical analysis.

Your information will be held on a manual file and will also be entered in its current or altered format onto the Company's computerised database. No information may be passed onto a third party unless contracted to KSDL for specific employment services without your express agreement unless required by law.

Your signature below indicates your agreement to the above.

Signed: .....

**REFERENCES**

Please give details of two referees who have given their permission for their names to be used. These should not be relatives, and one should be your most recent employer. (The latter will not be contacted without your permission if you are still in employment.) If you have no previous employer, a College Tutor, Head Teacher or someone who is familiar with your skills and abilities should be given.

Name .....	Name .....
Occupation .....	Occupation .....
Company .....	Company .....
Address .....	Address .....
.....	.....
.....	.....
Postcode .....	Postcode .....
Tel No .....	Tel No .....
E-Mail .....	E-Mail .....
Do you grant permission to contact referee prior to interviews? YES/NO	Do you grant permission to contact referee prior to interviews? YES/NO

**DECLARATION**

I declare that the information given on this application form is, to my knowledge, true. I understand that if it is subsequently discovered that any statement is false or misleading, any offer of employment may be withdrawn or I may be dismissed from my employment by the Company without notice.

**SIGNATURE** ..... **DATE** .....

**KIRKLEES STADIUM DEVELOPMENT LTD IS AN EQUAL OPPORTUNITY EMPLOYER**