

**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

Employer Dates From and To	Job Title and Main Responsibilities	Reason for Change

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