

INFORMATION SHEET FOR COMPLETION BY PROSPECTIVE MEMBERS OF STAFF

Application for position as

In your own handwriting, please complete those sections which are applicable.

Personal Information as at **20**

Surname

Forename(s)

Address

.....

.....

Telephone No

Are you married? YES/NO How many children do you have?

What is your religion?

What is your nationality?

If you have suffered any serious illness in the last 5 years, please give brief details

.....

What are your personal interests and pastimes?

.....

Please give details of C.S.E. / G.C.E. / G.C.S.E. Exams

Exam	Grade	Date(s) Passed	How many times taken to pass	Schools attended

(Alternatively give details of exams being taken)

Please give details of professional examinations taken

Exam	Grade	Date(s) Passed	How many times taken to pass	College/University attended

Please give details of any courses or major conferences you have attended in the last three years or since qualifying.....

Please give details of your last three positions of employment.

Name of Employer	Address	Your Position	Employed From To

Please give details of two people who we can contact for a reference.

Academic Reference

Character Reference

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If you are currently under a "Training Contract" with whom is your contract registered?

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.....
.....

and on what date did it commence? 20

Why do you wish to leave your present position of employment?

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Please list as fully as possible your (technical) experience over the past three years (and prior to that only if you feel that this information is particularly relevant).

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Have you any preference for any particular type of work?

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If you have not been previously employed full-time

a) which person at your school may be contacted to provide a reference?

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b) are you or were you a school prefect or did you have any other responsibilities?

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Can you speak or write any foreign languages?

Can you drive?

Have you your own car of regular use of a car?

When could you normally be available for attending an interview?

When could you be available to commence employment if a position was offered to you?

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Please give the dates of any holidays you have booked

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**When completed please return this form to: Mrs SA McConville, Eura Audit UK, Eva Lett House,
1 South Crescent, Ripon HG4 1SN**