

PALLANT HOUSE GALLERY

Job Application Form

The information requested in this form is important in assessing your application. Please complete accurately and in full.

Please write clearly in black ink

Surname	Title
Forenames	
Address	
Postcode	
Telephone (Home)	(Business)
E-mail Address	

Please post application form to:
Personnel Department - Application
Pallant House Gallery
9 North Pallant
Chichester
West Sussex
PO19 1TJ

Applicants please complete

Post of:
Closing date:

Please tick boxes which apply

Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Do you require a work permit to work in the UK?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you possess a current full driving licence?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you currently a car owner?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Present / most recent employment

Name and address of employer		
Job Title	Date commenced / /	Date ended if applicable / /
Brief description of duties and responsibilities		
How many employees do you control?		
Grade	Salary	Other financial benefits (including car)
Designation of immediate supervisor		

Previous employment (earliest first and including any unpaid & voluntary work experience)

From Month/Year	To Month/Year	Employer	Job title and grade	Wage/Salary	Reason for leaving

Education (Proof of qualifications may be required at interview)

From Month/Year	To Month/Year	Schools, Colleges attended - including part time	Qualifications gained or pending - Please state subject and level	Grade

Attendance at training courses relevant to your employment

Organising body	Course title	Duration	Date

Membership of professional bodies

Body	Grade of membership	Whether by exam	Date

Leisure activities / Hobbies

References

Give the names of two persons to whom reference may be made in respect of your application. The first should be from your current employer or most recent employer.

References are only contacted if candidates are to be interviewed. If you do not wish a reference to be contacted until after a provisional offer of employment is made, please indicate below by a cross.

A

Name
Position
Address
Telephone No.

I do not wish you to contact my referee(s) at this stage

A B

B

Name
Position
Address
Telephone No.

Miscellaneous

From what source did you learn of this vacancy?

Please give details of any criminal convictions which are not excluded by the Rehabilitation of Offenders Act 1974 (date, conviction, sentence, etc.)

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Declaration

I declare that the information given in this application is true

Signed

Date

For official use only

Shortlisted Yes No

Coded reason for not shortlisting:

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