# APPLICATION FOR EMPLOYMENT

## CONFIDENTIAL

Please send by email to [**hr@tauntonbrewhouse.co.uk**](mailto:hr@tauntonbrewhouse.co.uk)with the job title in the subject line. Please include the separate **Diversity Monitoring Form and signed Candidate Privacy Notice.**

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| **POSITION APPLIED FOR** | | | |
|  | | How did you find out about the job? | |
| **PERSONAL DETAILS** | | | |
| Title | First name(s) | | Surname |
| Address | | | Date of birth |
| Telephone |
| Email |

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| **ELIGIBILITY** | |
| Are you eligible to work in the UK |  |
| Do you have proof of eligibility to work in the UK, e.g. British passport |  |
| *Under UK legislation we are obliged to see proof of your eligibility to work in the UK. If you do not have a current British Passport we will let you know which other documents we will need to see.* | |
| If you consider yourself to be disabled under the Equality Act (2010), how can we best support you if you are shortlisted for interview? |  |

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| **RELEVANT EDUCTION & QUALIFICATIONS** | | | |
| Detail all relevant qualifications, including any subjects that are currently being studied. | | | |
| **Year obtained** | **Subject/Qualification** | **Grade /result** | **Place of Study** |
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| **TRAINING COURSES** | | | | | | |
| **Dates and Duration** | | | **Organising body / Establishment attended** | **Course title and type of training** | | |
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| Please give details of membership of professional bodies. | | | | | | |
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| **CURRENT OR MOST RECENT EMPLOYMENT** | | | | | | |
| Please list your employment history starting with your current or most recent employer | | | | | | |
| Employer name and address: | |  | | | Start date: | End date: |
|  |  |
| Job title: | |  | | | Current/final salary: |  |
| Describe your key duties, responsibilities and achievements in this role: | | | | | | |
|  | | | | | | |
| Reason for leaving / seeking change: | | | | | Period of notice | |
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| **PREVIOUS EMPLOYMENT HISTORY** | | | | | |
| Please give details of previous employment prior to your current job starting with the most recent. Add more if relevant. | | | | | |

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| Previous employer 1 |  | | Start date: | | End date: |
| Name and address: |  | |  |
| Job title: |  | Reason for leaving: | |  | |
| Describe your key duties, responsibilities and achievements in this role: | | | | | |
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| Previous employer 2 |  | | Start date: | | End date: |
| Name and address: |  | |  |
| Job title: |  | Reason for leaving: | |  | |
| Describe your key duties, responsibilities and achievements in this role: | | | | | |
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| Previous employer 3 | |  | | Start date: | | End date: |
| Name and address: | |  | |  |
| Job title: | |  | Reason for leaving: | |  | |
| Describe your key duties, responsibilities and achievements in this role: | | | | | | |
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| **SUPPORTING STATEMENT** | | | | | |
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| Please use this section to tell us what you would bring to **this post**.  Please make sure that you address the person specification providing evidence of how you meet the criteria**.** | | | | | |

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| **REFERENCES** | |
| Please give the names and addresses of two referees, one of whom should be your present or most recent employer. Your referees will not be contacted prior to interview or without your permission. | |
| Name | Name |
| Position | Position |
| Company | Company |
| Address | Address |
| Telephone | Telephone |
| Email (if known) | Email (if known) |

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| **SECURITY** | |
| Please confirm that you are willing to submit to a DBS check. | **Yes/No** |

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| **DATA PROTECTION** |
| Data collected will be processed and held in accordance with the Data Protection Act 2016. By providing the information contained within this application form, you are consenting to its use for the purpose of processing your application, assessing your performance in the future (should your application be successful) and monitoring the efficiency of our recruitment and other employment procedures.  We reserve the right to validate all information entered on this form. If your application is unsuccessful, your details will be retained for six months after which it will be securely destroyed.  Please read the Candidate Privacy Notice and return your signed acknowledgement. |

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| **DECLARATION** | |
| I declare that the information contained in this form is true and complete. I understand that it will be treated as part of any subsequent contract of employment. I understand that if it is then discovered that any statements are false or misleading, I will be liable to have my application disqualified or subsequently will be liable to be dismissed from Taunton Theatre Association’s employment. | |
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| Signed: | Date: |
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| For Emailed Applications, please tick the box to confirm the above statement is true |  |