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| **NewLogo-Small** | **York St John Students’ Union**, Lord Mayor’s Walk, York, YO31 7EX  **t.** 01904 629 816 **e.** su@yorksj.ac.uk **w.** www.ysjsu.com |

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| Application for the post of:       Closing Date:  Department:       Where you saw the advertisement: |

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| Personal Details  Last Name:       First Name(s):  Address:  Postcode:  Telephone Number (Home):       (Work):  Email (Home):       Email (Work): |

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| **Educational Achievements**  Place of Study Dates of Study Qualifications Awarded Grade |

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| **Membership of Professional Bodies**  Name of Association Date Awarded Indicate whether by exam Level  or by invitation |

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| **Training (Please give details of relevant training undertaken)** **Date** |

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| **Present or most recent work experience**  Name of Employer (for paid work):  Job Title:       Salary:  Date commenced:       Notice required:  Brief Description of Duties and Responsibilities |

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| **Previous work and other relevant experience (most recent first)**  From To  Name/Address of Employer Job Title Month Year Month Year |

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| **Supporting Information**  (Please use this section to support your application by describing any particular skills, knowledge and experience you have gained and how they will equip you for this post. Include any experience such as domestic, temporary, unpaid and voluntary work). |

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| **References**  (Please give details of two persons who are prepared to act as your referees, one of whom would have knowledge of your current or most recent work if applicable). Please also indicate whether or not we may take up references prior to interview.  1. First Name:       Last Name:  Address:       Tel No:  Position in Organisation:  Post Code:       Prof. relationship to applicant:  Email Address:  Reference to be sought prior to interview: Yes  No  2. First Name:       Last Name:  Address:       Tel No:  Position in Organisation:  Post Code:       Prof. relationship to applicant:  Email Address:  Reference to be sought prior to interview: Yes  No |

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| Have you ever been convicted of a criminal offence? Yes  No  (Your attention is drawn to the fact that under the Rehabilitation of Offenders Act 1974 you may be entitled to answer ‘no’ to this question even if you have, in the past, been subjected to criminal proceedings resulting in conviction(s). However, certain types of employment are excluded, under the Rehabilitation of Offenders Act 1974 (Exemptions) Order, 1975, from the protection of the Act. It is therefore suggested that you take the appropriate advice if you are in any doubt as to the correct answers to give).  If yes, please specify date of conviction, Court, nature of offence and sentence imposed. |

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| **Declaration**  I state that the information I have provided in this application form is true and correct to the best of my knowledge.  Signed       Date: |