

We are delighted that you wish to apply for this vacancy. This application form is used to ensure that information is presented in a standardised format and that only the details that we require are provided. This ensures that all applicants are treated fairly and equally. Accordingly, we cannot accept CVs unless they are specifically requested for the vacancy you are applying for.

Applications from jobseekers who require Skilled Worker sponsorship to work in the UK are welcome and will be considered alongside all other applications. However, sponsorship will only be possible if the role and salary requirements meet the UKVI minimum requirements in force at the time.

You will need to complete all sections of the application form before the advertised closing date, ensuring the information provided is accurate and clearly answers the question asked. Please ensure that you have provided comprehensive employment and education information and have accounted for any gaps.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All positions are subject to an Enhanced Disclosure and Barring check from the Disclosure and Barring Service (DBS) and shortlisted candidates will be subject to an online check to identify any incidents or issues that are publicly available online.

Application for the Post of: _____

Personal Details

Title:
Forename:
Surname:
Email address:

Do you have the right to work in the UK?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Do you have Qualified Teacher Status	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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DCSF (DfES) Reference Number	
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What subject did you complete your initial teacher training in?

Are you related to/have a close relationship with any existing member of staff?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If yes, please ensure that you provide us with a personal email address AND a contact number.

Have you been referred by a United Learning employee?

Yes

No

If Yes, please state their name, position and school/location:

Where did you see or hear about the vacancy?

A United Learning School

Website

Agency

CV Library

Charity Jobs

Current Employee Referral

DfE - Teaching Vacancies

Eteach

Facebook

Graduate Jobs

I'm an existing employee

Indeed

Instagram

Internet Job Board

Internet Search Engine

Job alert or other contact from us

Linkedin

Other

If Other, please specify:

Before applying, were you aware of our commitment to offer More pay, More time and More support?

Yes

No

If Yes, which element of our offer interested you most?

More pay

More support

More time

Please explain any adjustments required to enable you to attend an interview and/or assessment event should your application be shortlisted:

Adjustments required:

Contact Details

Please ensure that you provide us with a personal email address AND a contact number	
Home Address:	
Email Address:	
Telephone Number (home):	
Telephone Number (mobile):	
Telephone Number (work):	

Diversity Monitoring Details

We are committed to promoting equality of opportunity in employment and to selecting and developing staff on merit, irrespective of race, ethnic origin, colour, nationality, disability, sex, age, relationship status, religion/belief or sexual orientation. In order to monitor the fairness of our recruitment and HR processes and the overall workforce composition as well as to assist us in meeting our statutory obligations under the Equality Act, we ask that you provide the following information. Please note that this information will only be used by the HR department for internal monitoring purposes and will not form part of the recruitment process or be made available to anyone involved the selection stages. The information provided will form a confidential statistical record/database which will be used for analysis only.

Gender				
Date of Birth				
Ethnic Origin	<input type="checkbox"/> Bangladeshi <input type="checkbox"/> Black African <input type="checkbox"/> Black Caribbean <input type="checkbox"/> Chinese <input type="checkbox"/> Gypsy/Roma <input type="checkbox"/> Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Traveller of Irish Heritage <input type="checkbox"/> White - British <input type="checkbox"/> White - Irish	<input type="checkbox"/> White and Asian <input type="checkbox"/> White and Black African <input type="checkbox"/> White and Black Caribbean <input type="checkbox"/> Any other Asian background <input type="checkbox"/> Any other Black background <input type="checkbox"/> Any other Mixed background <input type="checkbox"/> Any other White background <input type="checkbox"/> Any other Ethnic group <input type="checkbox"/> Prefer not to say		
Self-certified disabled		Yes		No
Disability description				

Employment

Are you currently employed?		Yes		No	
Company Name and Address					
Job Title					
Start Date					
Please give brief details of your present position duties and principal accountabilities.					
Current Salary / Current pay scale/point					
Current allowance (if applicable)					
Notice Period					

If not currently employed, please provide a brief explanation:

Previous Employment

Please list your full employment history starting with your most recent first.

Dates		Name and address of employer	Position and Duties	Salary	Reason for leaving
From	To				

Please provide an explanation for any gaps in your employment history:

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Education and Qualifications

Please provide details of your secondary education and include any examinations taken and results obtained.

Name of secondary school(s) attended	Examinations taken, results obtained, scholarships and other distinctions	Dates	
		From	To

Higher / Further Education

Please provide details of all higher (degrees) and further education (A-levels/HNDs) you have undertaken and include details of any examinations taken, results obtained, scholarships and other distinctions awarded. **If there is a qualification listed as essential for the role, please ensure that you provide details of this.**

Please start with your most recent first.

Qualification Level	Place of Learning	Subject	Grade	Study Commencement Date	Qualification date obtained

Professional Qualifications/Memberships

Please provide details of any additional professional qualifications.

Membership name	Membership level	Start date	Expiry date

Additional courses/CPD

Please provide details of any additional work-based courses or relevant CPD undertaken.

Work-Based Courses	Relevant CPD

Personal Statement

Please detail the skills and experience that demonstrate your suitability for the role against the criteria detailed in the person specification as well as any other relevant information.

References

Please provide **two** persons to whom reference may be made (these must not be family members). One of these referees must be your current, or most recent, employer. We will not seek further permission from you to approach your referees unless you advise us otherwise.

If you are providing a reference from a school, please provide contact details for the Headteacher so that a reference can be obtained from them. **When providing the reference contact details please ensure that this is their work email address/contact number.**

Reference Type	Reference Type
Reference Name	Reference Name
Company Name	Company Name
Job Title	Job Title
Email address	Email address
Contact number	Contact number
Address	Address

Declaration

I declare that all information provided by me as part of this application is true and complete to the best of my knowledge and belief. I understand that either withholding or giving false information will disqualify my application, or, if discovered after appointment, may be regarded as grounds for dismissal.

I understand that, if offered this post, the appointment will be subject to a DBS Check, medical clearance and employment references, all of which are satisfactory to United Learning.

Signature of Applicant:	Date:
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For Internal Use Only

Shortlisted:	Yes / No	Shortlister Signature:
Selection Date:		Invitation Sent:
Offered Appointment:	Yes / No	Interviewer Signature: