



APPLICATION FORM

Application for the position of: _____

Closing date for receipt of application: _____

Please return your completed application form to the HR Department:

Email to recruitment@coventrysports.co.uk

Post or hand to Coventry Sports and Leisure Centre, Fairfax Street, Coventry CV1 5RY.

Please note: We will only contact candidates who have been selected for an interview. The following information will be treated in the strictest confidence.

Personal Details

First name and Surname: Mr / Mrs / Miss / Ms. _____

Address: _____

_____ **Postcode:** _____

Telephone: _____ **E-Mail:** _____

National Insurance Number:

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Employment History

List your employment history, starting with the most recent:

Employer Name	Job Title	Salary	From / To	Reason for Leaving

Continue on additional sheet if required

Additional Information

Have you got a current Driving License? YES / NO

Have you any convictions (including both spent and unspent convictions) under the Rehabilitation of Offenders Act 1974? *If YES, please give full details.* YES / NO

Note: You may be required to obtain an enhanced DBS check.

Do you need a Work Permit to be employed in the U.K? YES / NO

Note: You will be required to bring proof of your right to work in the U.K. if you are invited to an interview.

References

Your first reference should be your present/last employer. If the position involves working with children or young people at least one reference should be associated with this if possible.

Name _____ Name _____

Job Title* _____ Job Title* _____

Organisation* _____ Organisation* _____

Telephone _____ Telephone _____

Email _____ Email _____

References will only be taken up for applicants selected for interview and you should ensure that your referees are in a position to respond promptly. May we contact your current employer at that time? YES / NO

**If applicable*

10. Declaration

I declare that the information given in this form is complete and accurate. I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable to summary dismissal, if such falsification is discovered after the commencement of employment. I understand these details will be held in confidence by Coventry Sports Trust, for the purposes of assessing this application, ongoing personnel and payroll administration (where applicable) in compliance with the Data Protection Act 1998.

Signature: _____

Date: _____