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| Post applied for:  |

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| PERSONAL DETAILS |

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| --- | --- |
| Surname: | Address: |
| Forenames: |  |
| Home Tel: |  |
| Other Tel: |  |
| Email: | Postcode: |

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| **CURRENT OR LAST EMPLOYMENT** |

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| Employer’s name: | Position held: |
| Employer’s address | Date started: |
|  | Date finished (if applicable) |
|  | Reason for leaving |
| Post Code: | Amount of notice required to be given |
| Brief description of duties, responsibilities etc. |

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| OTHER WORK EXPERIENCE (including as a volunteer) – most recent first |

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| From | To | Name and address of employer | Position held |
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| EDUCATION, VOCATIONAL TRAINING AND QUALIFICATIONS – most recent first |
| From | To | Establishment | Examinations, qualifications and grades  |
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Continue on an additional sheet if required

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| FURTHER DETAILS IN SUPPORT OF YOUR APPLICATION  |
| Continue on an additional sheet if required |
| OTHER RELEVANT ACHIEVEMENTS (e.g. leisure interests and hobbies) |
| I hold a full driving licence (YES / NO) and have access to a car (YES / NO) |

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| REFERENCES |
| Give the names, addresses and telephone numbers of two referees. One must be your current employer, or, if you are out of work, your last employer. |

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| 1 | Name | 2 | Name |
|  | Position |  | Position |
|  | Relationship |  | Relationship |
|  | AddressPostcode |  | AddressPostcode |
|  | Telephone No. |  | Telephone No. |
|  | Permission to contact prior to interview Yes / No |  | Permission to contact prior to interviewYes / No |

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| CRIMINAL RECORDS |
| Having an unspent criminal conviction will not necessarily bar you from employment. This will depend upon the circumstances and background to your offence(s). Criminal records will only be taken into account when the conviction is relevant.Any offer of employment is conditional upon the successful candidate producing an acceptable Criminal Records Bureau disclosure. |

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| DECLARATION |
| I declare that the information given is correct to the best of my knowledge. I understand that deliberately giving false or incomplete answers could disqualify me from consideration, or, in the event of my appointment, make me liable to dismissal. SIGNED:…………………………………………………….. DATE:…………………………NB: If you are not notified in writing within two weeks of the closing date for applications, you may assume that you have not been selected for interview on this occasion. |

**Please return this form no later than Wednesday 9th October 2019 to John Topping, Company Secretary, Durham County FA, The Riverside South, Chester le Street, County Durham, DH3 3SJ. Email** **john.topping@durhamfa.com**