



Please return this application form to:
Carol Wheatle, Team Leader
Bridge House, 1 Second Avenue
Denbigh West, Bletchley, MK1 1ED
Email: carol@mkbt.org.uk
01908 270670

EMPLOYMENT APPLICATION FORM

Position you are applying for:
Today's date:

PERSONAL DETAILS

Title (Mr/Mrs/Ms/Miss/Rev)..... Your name
Address Telephone Home
..... Mobile
..... E-mail
Date of birth

Please tell us about yourself – we'd like to know a little about who you are and what you feel your talents and passions are.

What qualifications and experience do you have that are relevant to this role?

Please tell us about your current job (if you have one) and why you are leaving.

Position held/current salary
Date of appointment.....

Please tell us why you are interested in this job.

Please tell us any other information which you would like us to be aware of as part of your application.

Please give details of your computer proficiency: 1 is low basic operation; 5 is high confident operation.

Apple Macintosh systems	1	2	3	4	5
PC Windows systems	1	2	3	4	5
Microsoft Office	1	2	3	4	5
Please tell us more...					

GENERAL INFORMATION

How many days absence have you had in the past 2 years?

Do you have any health condition(s) that might impact on your ability to do this job? (Please give details)

If yes: What might that mean in terms of any reasonable adjustments to accommodate these?

Do you hold a full and current UK driving licence? Yes/No

Do you currently own a car? Yes/No

(A car is essential for the role and an allowance will be paid for mileage incurred for work)

NB: It is expected that the appointee will live within or close to Milton Keynes.

Give details of any driving licence endorsements in the last three years

If appointed, when would you be free to take up the post?

Where did you see this post advertised?

In addition to this application form please ALSO:

- Submit an up to date copy of your CV
- Submit a covering letter addressing the following bullet points:
 - Why you believe you are suitable for this post
 - How and when you became a Christian and the difference your faith makes to your work
 - Details of your involvement in your current/previous churches
 - Reflections on your workplace achievements and personal development
 - Your vision for the role and how you think you might contribute to the work

DECLARATION

I declare that the information provided in this application is accurate and true, and I consent to:

The taking up of references. Are you in agreement with this being done before an interview?

Yes/No/I would prefer you only to contact my present employer if a post has been offered to me.

An application being made to the DBS for an enhanced disclosure concerning previous criminal convictions, cautions, bind-over orders and/or pending prosecutions etc. This must be carried out prior to an offer of a post being confirmed.

Signed

(email constitutes authorisation via the sender's login)

Date

REFEREES

Please give details of three people to be referees. One should be your present or most recent employer, and another should be your minister or church leader. At least one referee should be able to comment from direct oversight knowledge about your ability and experience with young people. We would prefer referees who have known you for at least two years but not all in the same context.

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Email

3. Name
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2. Name
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