



Part of



University of
Nottingham
UK | CHINA | MALAYSIA

Application Form

Nottingham Lakeside Arts
University Park
Nottingham
NG7 2RD

Application for the post of:

Please fill in this form as fully as possible.

SECTION 1 – Personal Details

Ms/Mr/Mx: Forename(s): Surname:	
Home Address:	Present Address (if different):
Home phone number: Mobile number: Email address:	

SECTION 2(a) – Present/Last Employer

Present/Last Employer <i>(please delete as appropriate)</i>		
Name and Address of Employer	Position Held and Brief Description of Duties	Dates position held
Notice period	Salary/Wage:	
Reason for Leaving/Wishing to Leave:		

SECTION 2(b) – Previous Employment (*most recent first*)

Name and Address of Employer	Position Held	Dates position held	Reasons for leaving

SECTION 3 – Education/Training (*most recent first*)

Please list any relevant training courses as well as academic history in this section

Institution	Course Title	Date(s) taken	Grade Achieved

SECTION 4 – Application

Please state clearly why you are applying for this post and how your experience, training, or outside interests may be helpful. Try to address the personal specification where appropriate (continue on a second page if necessary).

SECTION 5 – Rehabilitation of Offenders Act 1974

Please declare any criminal convictions against you, excluding any convictions which are “spent” under the above Act.

SECTION 6 – References

Please give details of TWO persons from who references may be requested for your application

Reference 1

Name:

Job Title:

Address:

Phone number:

Email address:

Reference 2

Name:

Job Title:

Address:

Phone number:

Email address:

PLEASE NOTE that references will be taken up for applications short-listed for interview.

SECTION 7 – Declaration

The data on this application form will be used for the purpose of personnel administration and legitimate issues relating to employment. The University will observe the principles of the General Data Protection Regulation.

I confirm that the details given by me in this application are accurate. I understand that any false statement or failure to disclose information, where required to do so will if engaged, render me liable to disciplinary action which may include dismissal.

Signed: **Date:**