**APPLICATION FORM**

* Please complete this form electronically and return it to

[mikewoodward@tynesidebadmintoncentre.co.uk](mailto:mikewoodward@tynesidebadmintoncentre.co.uk)

* Applications should arrive no later than 5pm on 30th September 2021
* Late applications will not be considered
* Only information provided on this application form will be considered
* CVs will not be accepted
* Handwritten applications will not be accepted
* All information given will be treated with the strictest confidence
* Applicants selected for interview will be contacted by 14th October 2021
* If no contact has been made by 14th October 2021 then unfortunately your application has been unsuccessful

Position applied for: *Manager – Tyneside Badminton Centre*

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| --- | --- |
| **Surname:** | **Tel No. (Home):** |
| **Forenames:** | **Tel No. (Mobile):** |
| **Title (Mr, Mrs, Ms etc.)** | **Tel No. (Work):** |
| **Email:** |
| **Address:** | |
| **Postcode** | **Date of Birth** |

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| Do you have a current enhanced Disclosure and Barring Service (DBS) or Criminal Records Bureau (CRB) Check  Yes/No  Would you be willing to undertake an enhanced Disclosure and Barring Service (DBS) check as part of the recruitment process  Yes/No |

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| Do you have the right to work in the UK? Yes/No  Note: we will require proof of this right before an offer of employment can be confirmed (e.g. Birth certificate and/or any other appropriate document required to confirm your right to work in the UK as required by the Asylum and Immigration Act 1996) |

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| --- | --- | --- | --- | --- |
| **School Education** | | | | |
| From | To | School | Qualifications Gained | Grade |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Further/Higher Education** | | | | |
| From | To | Name of Institution | Subjects Taken and Qualifications | Grades |

|  |  |  |
| --- | --- | --- |
| **Training/Certificates/Awards (including First Aid)** | | |
| Date Obtained | Awarding Body/ Organisation | Level/Grade |

|  |  |  |  |
| --- | --- | --- | --- |
| **EMPLOYMENT RECORD (start with current or last employer)** | | | |
| Name and Address of Employer | From/To | Job Title/Responsibilities: | Reason for Leaving |

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| Suitability for the post |
| Describe using examples how your previous skills, knowledge and experience will enable you to fulfil the role for which you are applying. (Please use the person specification for the role to help you with this section). |

**REFEREES**

Please give the details of two work related referees, including your current or most recent post.

Please place a cross in the grey box if you do not want us to contact that Referee prior to interview:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **Name:** |  |
| **Position:** | | **Position:** | |
| **Company:** | | **Company:** | |
| **Address:**  **Telephone No:** | | **Address:**  **Telephone No:** | |

**VERIFICATION OF INFORMATION**

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| I certify that all information which I have provided is correct. I understand that any false information given may result in a job offer being withdrawn.  **Signature:** **Date:** |