|  |  |
| --- | --- |
| Graphical user interface  Description automatically generated with low confidence | **APPLICATION FOR EMPLOYMENT – PART 2*** Please fill in this form by printing in black ink or typing
* Applicants may contact us for an application form in an alternative format
 |
| **POST APPLIED FOR:**  |

**SECTION 1 – PERSONAL DETAILS**

|  |
| --- |
| **Do you have a current driving licence?** Yes [ ]  No [ ]  Provisional [ ]  Full [ ]  |

**SECTION 2 – EDUCATION AND TRAINING**

|  |  |  |  |
| --- | --- | --- | --- |
| **Relevant Secondary, Further and Higher Education** Subjects studied, Certificates or Qualifications | **Grade**  | **Awarding Body eg College or University**  | **Date obtained** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Other Training – relevant to this application Name of Course** | **Provided by** | **Duration/ Date** |
|  |  |  |
| **Professional Qualification(s) Name of Professional Body** | **Grade of Membership** | **Date obtained** |
|  |  |  |

**SECTION 3 – EMPLOYMENT RECORD**

|  |
| --- |
| **PRESENT OR MOST RECENT EMPLOYMENT** |
| **Name of Organisation**  | **Address**  |
| **Nature of Business**  |
| **Job Title**  | **Start Date** **Finish Date**  |
| **Please outline your main tasks, responsibilities and achievements:**  |
| **Present Salary or Scale**  | **Period of Notice Required**  |
| **Please indicate:** Present employer / Most recent employer |
| **Reason for leaving**  |

**Please give details of employment history. Use continuation sheet if necessary.**

|  |  |
| --- | --- |
| **Organisation**  | **Job Title**  |
| **Start Date** **Finish Date**  | **Reason for leaving** |
| **Please outline your main tasks, responsibilities and achievements:**  |

|  |  |
| --- | --- |
| **Organisation**  | **Job Title**  |
| **Start Date** **Finish Date**  | **Reason for leaving** |
| **Please outline your main tasks, responsibilities and achievements:**  |

|  |  |
| --- | --- |
| **Organisation**  | **Job Title**  |
| **Start Date** **Finish Date**  | **Reason for leaving** |
| **Please outline your main tasks, responsibilities and achievements:**  |

**SECTION 4 – SUPPORTING STATEMENT**

|  |
| --- |
| **Please explain why you are applying for this position, making particular reference to the job description/person specification requirements. Provide any other relevant information to support your application. (You may continue on the back page if necessary.)** |
|  |

**SECTION 4 – SUPPORTING STATEMENT**

|  |
| --- |
| **Supporting statement continued** |
|  |

**Please send completed forms to:** **admin@standinfife.org**

**or STAND, PO Box 29488, Cupar, Fife, KY15 9BG**

**EMPLOYMENT RECORD CONTINUATION SHEET Please use this sheet for further details of employment history (if required)**

|  |  |
| --- | --- |
| **Organisation**  | **Job Title**  |
| **Start Date** **Finish Date**  | **Reason for leaving** |
| **Please outline your main tasks, responsibilities and achievements:**  |

|  |  |
| --- | --- |
| **Organisation**  | **Job Title**  |
| **Start Date** **Finish Date**  | **Reason for leaving** |
| **Please outline your main tasks, responsibilities and achievements:**  |

|  |  |
| --- | --- |
| **Organisation**  | **Job Title**  |
| **Start Date** **Finish Date**  | **Reason for leaving** |
| **Please outline your main tasks, responsibilities and achievements:**  |

|  |  |
| --- | --- |
| **Organisation**  | **Job Title**  |
| **Start Date** **Finish Date**  | **Reason for leaving** |
| **Please outline your main tasks, responsibilities and achievements:**  |