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| POST: Choir Chaperone | REF: md02 |
| RETURN TO: HR Department, 5 College Cloisters, Hereford, HR1 2NG recruitment@herefordcathedral.org | CLOSING DATE: **Midday on Monday 15 July 2024** |

**PERSONAL DETAILS:**

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| SURNAME:  | TITLE:  |
| FORENAME(S):  | EMAIL:  |
| ADDRESS:  |
| POSTCODE:  | TELEPHONE:  |

**EDUCATION:** *Please give details of educational establishments attended since age 11*

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| DATES FROM/TO:  |  |
| NAME OF INSTITUTION:  |
| QUALIFICATIONS GAINED: |
| DATES FROM/TO:  |  |
| NAME OF INSTITUTION:  |
| QUALIFICATIONS GAINED: |
| DATES FROM/TO:  |  |
| NAME OF INSTITUTION:  |
| QUALIFICATIONS GAINED: |

**PROFESSIONAL QUALIFICATIONS / MEMBERSHIPS / COURSES ATTENDED:**

*Please give details of any job related qualifications and training*

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\*Continue on separate sheet if necessary

**EMPLOYMENT HISTORY:** *most recent first, continue on an extra sheet if necessary*

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| **CURRENT OR MOST RECENT EMPLOYER** |
| DATES FROM/TO:  | POSITION:  |
| EMPLOYER DETAILS:  |
| SALARY:  | NOTICE REQUIRED:  |
| REASON FOR LEAVING:  |
| DESCRIPTION OF DUTIES & RESPONSIBILITIES: |
| Name and address of employer | Dates of employment | Position held/Main duties | Reason for Leaving |
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**ADDITIONAL INFORMATION:** *Please set out below any further information to support your application*

*(e.g. past achievements, future aspirations, personal strengths)*

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**INTERESTS, ACHIEVEMENTS & LEISURE ACTIVITIES:** *(e.g. hobbies, sport, club memberships)*

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| Are you legally able to work in the United Kingdom? | YES [ ]  | NO [ ]  |
| Are you subject to any restrictions or covenants which might restrict your working activities? | YES [ ]  | NO [ ]  |
| Are you involved in any activity which might limit your availability to work or your working hours e.g. forces reservist? | YES [ ]  | NO [ ]  |
| Are you willing to work overtime and weekends if required? | YES [ ]  | NO [ ]  |
| Do you have a current, full, driving licence? | YES [ ]  | NO [ ]  |
| Do you have any criminal convictions that remain unspent? | YES [ ]  | NO [ ]  |
| *If yes, please detail*:  |

**REFERENCES:** *Please provide contact details of two individuals from whom we can take references.* ***One should be your most recent employer and references provided by relatives or close friends will not be accepted.***

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| --- | --- |
| NAME:  | NAME:  |
| ADDRESS:  | ADDRESS:  |
| POSTCODE:  | POSTCODE:  |
| TELEPHONE:  | TELEPHONE:  |
| EMAIL:  | EMAIL:  |
| RELATIONSHIP:  | RELATIONSHIP:  |

**Safeguarding**

**Please note the Cathedral is committed to safeguarding the welfare of all children and vulnerable adults and has stringent processes and policies in place to meet this commitment.**

**Declaration**

**I declare that the information I have given on this form is, to the best of my knowledge, true and complete. I understand that if it is subsequently discovered any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or, if I have already been appointed, I may be dismissed.**

**I hereby give my consent to Hereford Cathedral processing the data supplied on this application form for the purpose of recruitment and selection.**

**Signed Date**