



**SECTION D – QUALIFICATIONS**

| Name of Institution | Qualification | Year Taken | Grade |
|---------------------|---------------|------------|-------|
|                     |               |            |       |

**SECTION E – EMPLOYMENT HISTORY** (Please place most recent Employer first)

| Dates<br>From – To | Name & Address of Employer | Job Title | Salary | Reason for<br>Leaving |
|--------------------|----------------------------|-----------|--------|-----------------------|
|                    |                            |           |        |                       |

**SECTION F – SUPPORTING INFORMATION**

Please indicate the reasons why you believe you are suitable for the position. You should demonstrate your suitability by looking at the Job Description for this position and giving previous experience of matching this. Please also indicate why you have decided to apply for this post. Use a separate sheet of paper if necessary.

**SECTION H - REFERENCES**

Please provide details of two referees, one of which should be your present or most recent employer.

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact No. \_\_\_\_\_

Contact No. \_\_\_\_\_

Occupation \_\_\_\_\_

Occupation \_\_\_\_\_

Can we contact these referees prior to interview?      Y

N

## **SECTION I – CRIMINAL RECORDS DECLARATION**

As Vista Leisure meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to a criminal record check from the Criminal Records Bureau before the appointment is confirmed.

Have you ever had any cautions, reprimands, final warnings or convictions? Yes No

If yes please give details of the convictions and the dates \_\_\_\_\_

\_\_\_\_\_

## **SECTION J – DATA PROTECTION NOTICE**

The information you have provided in completing this application form will be used to process your application for employment. The company will keep the information you have supplied confidential and will not divulge it to third parties, except where required by law, or where we have retained the services of a third party representative to act on your / our behalf.

**AUTHORISATION:** I have read the Data Protection notification and understand and agree to the use of my personal data in accordance with the Data Protection Act 1998.

Signed \_\_\_\_\_ Date \_\_\_\_\_

## **SECTION K – APPLICANT DECLARATION**

I declare that the information given is correct to the best of my knowledge and belief, and understand that I may be required to provide documentary evidence to substantiate my claims. I understand that giving false information will disqualify me from being appointed or, if appointed may lead to my dismissal

Signed \_\_\_\_\_ Date \_\_\_\_\_

## **SECTION L – ELIGIBILITY DECLARATION**

I confirm that I am legally entitled to work in the United Kingdom and if interviewed will produce one of the following documents from the list below:-

- A UK passport
- An EU passport or National Identity Card
- A UK residence permit issued by the Home Office
- An application registration card issued by the Home Office to an asylum seeker stating that the permit holder is permitted to take up employment.

Or two from the following

- An official document bearing a national insurance number along with:-
  - A birth certificate, or
  - A letter from the Home Office, or
  - An immigration status document
- A work permit along with:-
  - A passport, or
  - A letter from the Home Office

In either case these must confirm the holder has permission to enter or remain in the UK and take the work permit employment in question.

Signed \_\_\_\_\_ Date \_\_\_\_\_