



APPLICATION FORM

Position: <input style="width: 95%;" type="text"/>	Reference: <input style="width: 95%;" type="text"/>
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The information provided on this form will be treated with strictest confidence. Please do not submit a CV with this form.

CONTACT DETAILS

Full Name:

Phone Number: Email Address:

Please note: our preferred method of communication is via email.

EMPLOYMENT HISTORY

Name of current or most recent employer:

Position Held: Salary:

Nature of Business:

Length of service: Notice required:

Reason for leaving:

Please list your previous employment history (most recent first):-

Employer	Position Held	Length of Service	Reason For Leaving

TRAINING AND/OR QUALIFICATIONS

Please list all relevant training and qualifications where necessary for the role you are applying for:-

Title Of Training / Qualification	Grade / Level	Date of Completion

ADDITIONAL INFORMATION

Do you have a legal right or hold a valid permit to work in the UK? Yes No

Have you got a current driving licence (if required for the position)? Yes No

Are you involved in any activity that might limit your availability to work? Yes No

If yes, please give full details.

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Are you willing to work overtime or weekends if required? Yes No

Please give details of any hours that you would not be available to work.

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Have you ever worked for this company in the past? Yes No

If yes, please give full details.

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CLEARANCES

If offered employment you will be required to;

- Complete a medical questionnaire. Are you prepared to undergo a medical assessment before starting employment? Yes No
- Provide proof of your right to work in the UK before commencing work.
- Provide two references prior to any job offer being confirmed. One of these references must be your current or most recent employer. If you have not had any work experience, educational or character references will be accepted.

Please list any dates that you will not be available for interview:

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DECLARATION

I declare that the information given in this form is complete and accurate. I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable to summary dismissal, if such falsification is discovered after the commencement of employment.

The Company will process the personal data that you have supplied on this application form in accordance with the terms of the privacy notice for job applicants which has been made available for you to download or view from our website. The Company will only process your personal data where it has a lawful basis to do so.

Signed:	
Printed:	
Date:	

Please return your completed application form to: **recruitment@covsf.com** or alternatively to **HR Office, Xcel Leisure Centre, Mitchell Avenue, Coventry, CV4 8DY.**

Thank you for expressing an interest in working for Coventry Sports Foundation. If you do not hear from us, please consider your application to be unsuccessful on this occasion. Should this be the case, your application form will be destroyed in accordance with our privacy notice for job applicants.

