

**Application Form**

* Please complete all sections and read all questions carefully.
* This may be photocopied – please **type** or use **black ink**.

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| --- | --- |
| **Position applied for:** | **Visitor Services Supervisor** |
| **Closing Date:** | **10am Tuesday 29th May 2018** |
| **Interview Dates:** | **w/c Monday 4th June 2018** |

**Employment History**

**Please tell us about your work (or study, career breaks etc.). Please give brief details of your employer, your post and main duties, dates employed, final salary and reason for leaving.**

**(Current or most recent position held)**

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| --- | --- | --- | --- | --- | --- |
| **Job Title** |  | | **Employer** |  | |
| **Dates of Employment (from – to)** | |  | **Salary / hourly rate** | |  |
| **Main duties / responsibilities** | |  | | | |
| **Reason for leaving  (if no longer employed)** | |  | | | |
| **What notice period are you required to give?** | |  | | | |
| **If an interview date has been given, are you available on that date?** | |  | | | |

**(Previous Employment)**

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| **Dates from / to** | **Job Title / Main duties** | **Employer** |
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**Other Training / Qualifications**

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| **Please provide details of your educational qualifications and any other relevant training courses, professional qualifications you hold or are studying towards which are relevant to the job you are applying for (including institution and dates).** |
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**Supporting Statement**

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| **Please use this supporting statement to provide details of how your experience matches the key areas outlined in the Job and Person Specifications, and also why you are interested in the role:** |
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**References**

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| --- | --- | --- | --- | --- | --- |
| **Please provide names and addresses of your two last employers where possible who can provide details of your previous work.** | | | | | |
| **1. Name** |  | | **2. Name** |  | |
| **Occupation** |  | | **Occupation** |  | |
| **Company** |  | | **Company** |  | |
| **Address** |  | | **Address** |  | |
| **Telephone number** |  | | **Telephone number** |  | |
| **Email** |  | | **Email** |  | |
| **Time known** |  | | **Time known** |  | |
| **Relationship to you** |  | | **Relationship to you** |  | |
| **May references be taken up prior to a job offer being made?** | | [ ] Yes  [ ] No | **May references be taken up prior to a job offer being made?** | | [ ] Yes  [ ] No |

