Bright Futures School Application form for:

Systems and Administration Manager

Your details

Name:

Address:

Postcode:

Phone:

Email:

Education and training

Please give details:

Qualifications

Please give details:

Employment history

Your current or most recent employer

Name of employer:

Address:

Postcode:

Job title:

Pay:

Length of time with employer:

Reason for leaving:

Duties:

Previous employers

Please tell us about other jobs you have done and about the skills you used or learned in those jobs that will be of use to this role.

Supporting statement

Please use this space to tell us about yourself, and how you meet the requirements in the Person Specification. You might find it helpful to draw on experience outside the work environment, such as voluntary work and leisure activities.

Interview arrangements and availability

If you have a disability, please tell us if there are any reasonable adjustments we can make to help you in your application or with our recruitment process.

<div style="border: 1px solid black; min-height: 130px;"></div>

Interviews will be held in early-mid May. Are there any dates when you will not be available for interview?

<div style="border: 1px solid black; min-height: 200px;"></div>

When can you start working for us?

<div style="border: 1px solid black; min-height: 200px;"></div>

Right to work in the UK

Do you have permission to work in the UK? Yes / No

References

Please give the names and contact details (email **and** phone number) of 2 people whom we can ask to give you a reference. We may ask them before an employment offer is made. One should be your current or most recent employer, but we will not ask your current employer until we get your permission.

Referee 1

Referee 2

Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my disqualification from the recruitment process or dismissal.

Name:

Signature:

Date:

Please email this form to: alison@brightfuturesschool.co.uk

Closing date is as on the school website.