*Please complete this form as fully as possible. Should you have any queries, please use the contact information below.*

**Personal contact details**

Name:

Address:

Postcode:

Phone:

Email:

**Education and training**

Education

Relevant training I have undertaken in the last 3 years

**Qualifications**

## **Employment history**

Present or previous employer (*no approach will be made to your present or previous employer before an offer of employment is made to you)*:

Job title:

Address:

Postcode:

Duties:

Length of time with present or previous employer:

Reason for leaving previous employer (where applicable):

Please tell us about other jobs you have held and about the skills you used and/or learned in those jobs:

Please tell us why you are applying for this job and why you think you are well suited for the role *(Please refer to the job description and person specification)*:

Do you consider yourself to have any special needs of which we should be aware?

Is there anything you need to share around the ‘hours of work’ as outlined in the job description (p1)?

Please tell us if there are any ‘reasonable adjustments’ we can make to assist you in your application or with our recruitment process:

**Referees**

Please list below the name and contact details of two referees, one of whom should be your current or most recent employer *(we will only approach them if a job offer has been made to you)*

**Referee 1**

Name:

Address:

Email address:

Phone number:

Relationship to you:

**Referee 2**

Name:

Address:

Email address:

Phone number:

Relationship to you:

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 dismissal.

Name

Signature: *….............................................* Date: *.................*

Completed forms should be converted to PDF and sent by the end of **Friday** **12 September 2025** to:

John Levick

18 Beverley Road

Leamington Spa

CV32 6PJ

or by e-mail to: treasurer@warwickbaptists.org.uk

*This form will be used solely for the purpose of enabling applications to be made for the role identified. All forms from unsuccessful applicants will be destroyed when a successful applicant commences employment. The form of the successful applicant will be destroyed in accordance with our data protection policy.*