|  |  |
| --- | --- |
| **Which role are you applying for?** |  |

# Section 1: About You

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** |  | **Nationality** |  |
| **Given Name(s)** |  | **Surname** |  |
| **Address** |  |
| **Email**  |  |
| **Mobile**  |  | **Landline** |  |

|  |  |  |
| --- | --- | --- |
| Are there any restrictions on your continued residence or employment in the UK? | YES | NO |

If you answered YES, please give details below

|  |
| --- |
|  |

|  |  |
| --- | --- |
| What is your national insurance number?  |  |

|  |  |  |
| --- | --- | --- |
| Do you have a full, clean driving licence | YES | NO |

# Section 2: Education & Training

Starting with your most recent, please outline your educational achievements

|  |  |  |
| --- | --- | --- |
| **Name of School / College / University attended** | **Dates attended** | **Subjects taken, grades and Qualifications gained** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Please detail any additional qualifications, short courses and certifications

|  |  |  |
| --- | --- | --- |
| **Course / Qualification**  | **Date Achieved** | **Accredited by** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Section 3: Employment History

Please give details of your current or most recent employer

|  |  |  |  |
| --- | --- | --- | --- |
| **Current job title** |  | **Date Started** |  |
| **Employer** |  |
| **Address** |  |
| **Outline your****role and main activities** |  |
| **Reason for leaving**  |  |
| **What notice period do you have?** |  |

Please give details of your previous employment history

|  |  |  |  |
| --- | --- | --- | --- |
| **Name & address of Employer** | **Job title** | **Dates from/to** | **Reason for leaving** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

#

# Section 4: Skills & Experience

What motivated you to apply for this role?

|  |
| --- |
|  |

What excites you about this role specifically?

|  |
| --- |
|  |

What previous experiences, skills and gifts would you draw on to carry out this role?

|  |
| --- |
|  |

How did you hear about this opportunity ?

|  |
| --- |
|  |

# Section 5: Christian Faith & Witness

|  |  |  |
| --- | --- | --- |
| Are you a member of St Mark’s Battersea Rise? | **YES** | **NO** |

|  |  |  |
| --- | --- | --- |
| If yes, which service do you attend? | **10.30** | **5.00** |

|  |  |
| --- | --- |
| If yes, which group are you a member? |  |

Please write a brief personal testimony, including the beginning and growth of your faith in Jesus Christ, how your faith is outworked in your daily life, and your present involvement in a church community.

|  |
| --- |
|  |

# Section 6: Interests

What 5 words best describe you?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

What other interests do you enjoy?

|  |
| --- |
|  |

# Section 7: Your Declaration

Please read and sign

**GDPR statement:**

**St Mark’s Battersea Rise will hold your personal details on file but will not release them to any third party. Some further details may be shared with members of staff relevant to your application. Further details about how we process your data can be found on our privacy notice, please read this before proceeding(smbr.church/privacy).**

**I confirm that, to the best of my knowledge and belief, the information I have given on this form and any additional sheets is correct. I understand that any misleading statement or deliberate omission may result in my dismissal. I hereby acknowledge that I have read and agree to the privacy policy noted above and give consent for the processing of the personal data in this application.**

|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |

Please continue on with the Private and Confidential and (optional) Equal Opportunities forms to complete your application form, returning all forms to: **HR@smbr.church**

# PRIVATE & CONFIDENTIAL

The following pages will be detached from your application prior to it being considered, as they contain information that is strictly private and confidential.

|  |  |
| --- | --- |
| Applicants Name |  |

|  |  |
| --- | --- |
| Role applied for |  |

## References

Please give the names and contact details of TWO people whom we can contact to provide information in support of your application. One of these should be your current manager. If you are not in employment, please supply the name of your most recent employer or an academic reference (e.g. a tutor or teacher).

Please indicate below whether references may be taken up prior to an offer of employment being made and accepted, and ensure that your referees are aware of this application. If you are providing us with their email address, please ensure you obtain their permission first.

Referee 1: (professional)

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Relationship to applicant |  |
| Address |  |
| Email  |  |
| Contact Telephone |  | Dates of employment  |  |
| Referee can be contacted prior to an offer being made?  | YES | NO |

Referee 2: (spiritual)

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Relationship to applicant |  |
| Address |  |
| Email  |  |
| Contact Telephone |  | How long have you known the referee? |  |
| Referee can be contacted prior to an offer being made?  | YES | NO |

## Rehabilitation of Offenders Act 1974

Applications from ex-offenders are welcomed and will be considered on their merit. Convictions that are irrelevant to this job will not be taken into account. You are required to disclose any convictions, which are not ‘spent’ by virtue of the Rehabilitation of Offenders Act 1974.

|  |  |  |
| --- | --- | --- |
| Have you been convicted of a criminal offence, which is not spent, as defined in the above act? | **YES** | **NO** |

If you answered YES, please give details

|  |
| --- |
|  |

## Disability Discrimination Act 1995

|  |  |  |  |
| --- | --- | --- | --- |
| Do you consider yourself to have a disability as defined in the Disability Discrimination Act 1995, or a health condition that could have an impact? | YES | NO | Prefer not to say |

To make the interview process easier for you, please let us know if there are any reasonable adjustments we can make to assist you

|  |
| --- |
|  |

If you are offered this role, what (if any) specific working conditions should we be aware of in advance

|  |
| --- |
|  |

# Equal opportunities

St Mark’s wants to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.

The organisation needs your help and co-operation to enable it to do this, but filling in this form is voluntary. The information provided will be kept confidential and will be used for monitoring purposes.

To assist us in monitoring the operation of our equal opportunities policy, please answer the following questions. This information will be anonymised and recorded separately to your application.

#### Gender

I identify myself as

|  |  |  |
| --- | --- | --- |
| Male | Female | Prefer not to say |

Is the gender you identify with the same as your gender registered at birth?

|  |  |  |
| --- | --- | --- |
| YES | NO | Prefer not to say |

#### Age

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 16-25 | 26-35 | 36-45 | 46-55 | 56+ | Prefer not to say |

#### Disability

Do you consider yourself to have a disability or health condition?

|  |  |  |
| --- | --- | --- |
| YES | NO | Prefer not to say |

The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’, then please discuss this with the person running the recruitment process.

#### Carer

Do you have any caring responsibilities?

|  |  |  |  |
| --- | --- | --- | --- |
| None | Primary Carer for under 18 | Primary Carer for disabled (under 18) | Primary Carer for disabled (over 18) |
| Prefer not to say | Primary Carer of older person | Secondary Carer (another person carries out the main caring role) |

####

#### Ethnicity

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong.

Asian or Asian British

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Indian | Pakistani  | Bangladeshi  |  Chinese  | Prefer not to say  |
| Any other Asian background, please write in:  |

Black, African, Caribbean or Black British

|  |  |  |
| --- | --- | --- |
| African  | Caribbean | Prefer not to say  |
| Any other Black, African or Caribbean background, please write in:  |

Mixed or Multiple ethnic groups

|  |  |  |  |
| --- | --- | --- | --- |
| White and Black Caribbean | White and Black African | White and Asian  | Prefer not to say  |
| Any other Mixed or Multiple ethnic background, please write in:  |

White

|  |  |  |  |
| --- | --- | --- | --- |
| English | Welsh | Scottish | Northern Irish |
| Irish | British | Gypsy or Traveller | Prefer not to say |
| Any other White background, please write in: |

Other ethnic group

|  |  |
| --- | --- |
| Prefer not to say  |  Any other ethnic group, please write in |