



# APPLICATION FORM

PLEASE COMPLETE AND RETURN TO:

Sarah Hyslop  
NBN Trust  
Broadway Business Centre  
32a Stoney Street  
Lace Market  
Nottingham  
NG1 1LL  
Or email to: support@nbn.org.uk

APPLICATION FOR THE POST OF:

Developer

CLOSING DATE:

Please tick if you would like an email acknowledging you application \_\_\_\_\_

**NOTES:**

- \* REFER TO THE GUIDANCE NOTES ON HOW TO COMPLETE THIS FORM
- \* DO NOT ATTACH A CV AS IT WILL NOT BE CONSIDERED

- \* COMPLETE IN BLACK PEN OR TYPESCRIPT FOR COPYING PURPOSES
- \* ANSWER ALL QUESTIONS

## 1. PERSONAL DETAILS

SURNAME		INITIALS	
ADDRESS		Tel DAYTIME	
		Tel HOME	
		E-MAIL	
POSTCODE			

## 2. PRESENT OR MOST RECENT EMPLOYMENT

EMPLOYER'S NAME AND ADDRESS	POST HELD
	DATES OF COMMENCEMENT AND LEAVING
	PERIOD OF NOTICE REQUIRED

Please give a brief description of the duties and responsibilities you carry/carried out:

### 3. PREVIOUS EMPLOYMENT

DATES	EMPLOYER NAME AND ADDRESS	POSITION

### 4. TRAINING UNDERTAKEN/RELEVANT QUALIFICATIONS

Please give details of any relevant courses you have taken or qualifications you have gained, including specialist in-house training, short courses etc. Please also give details of the awarding body and dates of study/qualification.

DESCRIPTION OF COURSE AND DETAILS OF AWARDING BODY	DATES

## 5. CRIMINAL RECORD

PLEASE GIVE DETAILS OF ANY UNSPENT CRIMINAL OFFENCES IN ACCORDANCE WITH THE REHABILITATION OF OFFENDERS ACT (EXCEPTIONS) ORDER 1975 AND/OR (NORTHERN IRELAND) 1979.

## 6. REFERENCES

Please give details of two people, not related to you, who may be approached for references as to your suitability for the post. The first should be your present employer or your last employer if not currently employed. The second should be someone who is able to comment on your work abilities.

(1) NAME:	_____	(2) NAME:	_____
POSITION:	_____	POSITION:	_____
ADDRESS:	_____	ADDRESS:	_____
	_____		_____
POSTCODE:	_____	POSTCODE:	_____
TELEPHONE:	_____	TELEPHONE:	_____
E-MAIL:	_____	E-MAIL:	_____

MAY WE CONTACT YOUR REFERENCES BEFORE YOUR INTERVIEW?

1.	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
2.	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

## 7. ADDITIONAL INFORMATION

Before completing this section, please read the enclosed **person specification** and **guidance notes** carefully. Use the requirements listed in the person specification as headings (eg Area A; Experience: Area B; Knowledge: Area C; Skills: Area D; Personal Qualities) and demonstrate how you meet the requirements by giving relevant details of your experience, skills and knowledge gained in employment or elsewhere. **Continue on back page and attach one additional sheet if necessary.**

I CONFIRM THAT TO THE BEST OF KNOWLEDGE THE INFORMATION GIVEN ON THIS FORM IS CORRECT.

SIGNATURE ..... DATE .....

For monitoring purposes only - please tell us where you saw this post advertised.