Sarum College
CATHEDRAL CLOSE, SALISBURY

19 The Close, Salisbury, Wiltshire SP1 2EE
Tel: 01722 424800 Email: info@sarum.ac.uk

APPLICATION FOR THE POST OF IT SUPPORT OFFICER (20 Hours)

A   PERSONAL DETAILS

Surname   _____   Forename   _____

Address: _____   Title   _____

_____

_____

_____   Post code_____

Telephone (evening)_____Telephone (day)_____Email_____

B   REFERENCES

Please give the name and address of two referees, one of whom should be your present or most recent employer.

Name	_____	Name	_____
Position	_____	Position	_____
Address	_____	Address	_____
	_____		_____
Email	_____	Email	_____
Telephone	_____	Telephone	_____

May we contact this referee prior
to interview?   Yes / No

May we contact this referee prior
to interview?   Yes / No

C_____EDUCATION

GENERAL EDUCATION (SCHOOLS FROM THE AGE OF 11)

School and grades	Summary of examinations passed

FURTHER/HIGHER EDUCATION

College/university	Qualifications obtained

D_____TRAINING AND DEVELOPMENT

Please give details of any training courses that you have attended that are relevant to your application

Course title	Dates: from/to	Content of course

E   EMPLOYMENT HISTORY

With regard to your present or most recent employment, please state

Employer's name   _____

Employer's address   _____

                         _____

                         _____

Position held   _____

Dates: from _____ to _____

Summary of responsibilities   _____

                         _____

                         _____

Reasons for leaving   _____

                         _____

                         _____

Please state in date order previous posts held (please continue on a separate page if necessary and explain any gaps)

From (month/year)	to (month/year)	Employer's name and address	Position held, duties and reason for leaving

F   PERSONAL STATEMENT

Please use this space to give us further information about yourself, your career, your activities and your personal interests that you think is relevant to your application. Please also give your reasons for applying for this post. If necessary, continue on a separate sheet.

Are you eligible to work in the UK? Yes ❑ No ❑

If Yes, please give details of the documentation you can provide to demonstrate this, eg, British Passport / European Economic Area Identity Card, full birth certificate or travel documentation showing an authorisation to reside and work in the UK.

Appointed applicants will be required to complete a Confidential Declaration in relation to safeguarding.

DECLARATION:

I declare that, to the best of my belief, all information given on this form is true and complete. I understand that any information submitted in connection with employment and subsequently found to be incorrect or deliberately misleading could lead to my dismissal without notice.

Signature   _____   Date   _____

Upon receipt of this signed application, Sarum College will process the information you have given, including data of a sensitive nature, for processes relating to your application for employment. Any processing of the data by Sarum College will be in accordance with its Data Protection Policy and the processing principles set out in the Data Protection Act 1998, (the "DPA") and the General Data Protection Regulation (the "GDPR").