

Bassingbourn Village College
South End, Bassingbourn, Royston, Herts SG8 5NJ
Principal: Mr Scott Hudson



Tel: 01763 242344
Fax: 01763 248122

Please ensure that you complete all sections of the application. Please note that providing false information will result in the application being rejected, or withdrawal of any offer of employment, or summary dismissal if you are in post, and possible referral to the police. Please note that checks may be carried out to verify the contents of your application form. Please complete the form in black ink.

POSITION APPLIED FOR:

FAMILY NAME:

PREVIOUS NAME(S):

FIRST NAME(S):

CORRESPONDENCE ADDRESS:

DAYTIME TELEPHONE:

Mobile No:

E-MAIL:

OTHER CONTACT DETAILS:

National Insurance No:

| Current Employer | Position Held and Salary Scale/Salary | Commencement Date |
|--|--|--------------------------|
| Name, Address and Telephone No: | | |

How much notice do you need to give to terminate your employment?

Brief summary of duties and responsibilities

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Details of previous employment – full-time (F/T) or part-time (P/T), and any unremunerated activity e.g. Unpaid voluntary work. Please provide the information in chronological order.

| Employer | Type of employment | Post held and salary | F/T Or P/T | Dates | | | |
|----------|--------------------|----------------------|------------------|-------|----|-----|----|
| | | | | From | | To | |
| | | | | Mth | Yr | Mth | Yr |
| | | | | | | | |

SECONDARY EDUCATION, TRAINING AND QUALIFICATIONS

| Schools/Colleges Name/Address | Dates | GCSEs/A levels (or equivalent qualifications) | Results |
|----------------------------------|-------|---|---------|
| | | | |

| HIGHER EDUCATION | MAIN SUBJECT | DEGREE(S) TAKEN | RESULTS | DATE(S) |
|---------------------|-----------------|--------------------|---------|---------|
| | | | | |

Details of any other special qualifications or interests which are relevant to this application:

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Details of relevant short courses attended within the last three years

| Course Details | Date(s)/Duration | Provider |
|-----------------------|-------------------------|-----------------|
| | | |

REFERENCES

Please give details of two referees from whom confidential references may be obtained, one of whom should normally be your present/last employer and where possible, someone other than a 'friend'.

| | |
|---|---|
| Name: Position: Address: Telephone: E-mail: | Name: Position: Address: Telephone: E-mail: |
|---|---|

I certify that, to the best of my knowledge and belief, all particulars included in my application are correct. I understand and accept that providing false information will result in my application being rejected or withdrawal of any offer of employment, or summary dismissal if I am in post, and possible referral to the police. I understand and accept that the information I have provided may be checked to verify the contents of my application form

Signed: Date:

Please attach your letter of application and any other relevant information to this application and return to:

Mrs Di Goodwin, Senior PA, Bassingbourn Village College, South End, Bassingbourn, Royston, Herts SG8 5NJ or forward via e-mail to:
dgoodwin@bassingbournvillagecollege.com or office@bassingbournvillagecollege.com

Bassingbourn Village College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments made are subject to a Criminal Records Bureau disclosure.