

3. CURRENT (LAST) EMPLOYMENT

Job Title _____ Grade (if applicable) _____

Employers Name /Address _____ Salary _____

_____ Additional Payments/Benefits _____

Date Appointed _____ Notice Required _____

Give a description of your current duties/responsibilities

Reason for leaving _____

4. PREVIOUS EMPLOYMENT (since leaving school)

List in chronological order all appointments you have held together with dates of entering and leaving. Please give a brief description of your principal responsibilities for each post.

Employer's Name/Address	From - To	Duties/ Responsibilities	Basic Salary	Reason for Leaving

5. EMPLOYER REFERENCES

All appointments are subject to the receipt of satisfactory references. Please provide details of two references to whom confidential enquiries may be made. These include one of your line managers in your current (last) job or line manager(s) from previous employment.

1. Name _____ Position _____

Organisation or Company _____

Address _____

2. Name _____ Position _____

Organisation or Company _____

Address _____

If you are put on a shortlist for interview, your references may be taken up immediately UNLESS YOU HAVE MADE A SPECIFIC REQUEST TO THE CONTRARY.

6. On what date would you be available to take up this appointment? _____

7. How did you hear of this post? _____