# ADI-logo-NEW-croppedApplication Form

|  |  |  |  |
| --- | --- | --- | --- |
| for the post of  |  | Application no.(for office use) |  |

Please complete this form in black ink or black type. Curriculum vitaes will not be accepted. This page will be detached from your application for the purpose of shortlisting.

|  |  |  |  |
| --- | --- | --- | --- |
| Surname |  | Home tel: |  |
| Other names |  | Mobile tel: |  |
| Address |  | Work tel: |  |
|  |  |  | (Discretion will be used if we have to contact you at work) |
| Postcode |  | Email |  |

### References

Please give the details of two referees. One should be your current or most recent employer.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Name |  |
| Position |  | Position |  |
| Organisation |  | Organisation |  |
| Address |  | Address |  |
|  |  |  |  |
| Telephone |  | Telephone |  |
| Email address |  | Email address |  |

We will seek your consent before contacting your referees.

Do you have a disability which is relevant to your application? Yes / No

The Disability Discrimination Act (DDA) protects people with disabilities from unlawful discrimination. The act defines a disabled person as someone who has a physical or mental impairment that has substantial and long term adverse effect on his/her ability to carry out normal day-to-day activities which has lasted or is likely to last for at least 12 months.

Do we need to make any specific arrangements in order for you to attend an interview? Yes / No
If yes, please give details (continue on a separate sheet if necessary).

Where did you see this job advertised?

Your employment will be conditional upon your eligibility to work in the UK.

By completing and returning this application form, I consent to ADI obtaining, keeping, using and producing information relating to my application in line with legal data protection requirements and the job applicant privacy notice (available from <https://www.alz.co.uk/jobs>).

I confirm that the information given on this application form is correct and I understand that, if appointed on the basis of false information contained in this form, I may be summarily dismissed.

Signature Date
(You will be asked to sign your form at interview)

|  |  |
| --- | --- |
| Application no.(for office use) |  |

### Education, qualifications and training

If necessary, please summarise to fit the list onto this page

|  |  |  |
| --- | --- | --- |
| Place of study | Qualification or course and grade achieved | Dates |
|  |  |  |

### Present or last employer

|  |  |  |  |
| --- | --- | --- | --- |
| Employer |  |  | Duties and responsibilities: |
| Address |  |  |  |
|  |  |  |
|  |  |  |
| Position held |  |  |
| Date from |  |  |
| Date to |  |  |
| Notice period |  |  |

### Previous employers / roles

Please put the most recent first and provide details of paid and unpaid employment and breaks since leaving full time education. If necessary, please summarise to fit the list onto this page.

|  |  |  |  |
| --- | --- | --- | --- |
| Employer | Job title/role | Date from | Date to |
|  |  |  |  |

### Personal Statement

Please explain how your experience, knowledge and skills, gained in paid or unpaid work, study or training, fit with the person specification and job description for this role at ADI. Continue on one additional sheet if necessary. Please do not include your name on this page.