**Application Form**

Please complete this form accurately and honestly and send back to [Sam.flatley@sbitc.org.uk](mailto:Sam.flatley@sbitc.org.uk) by no later then Friday 15th April 2022.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PERSONAL DETAILS** | | | | |
| **Position being applied for:** | |  | | |
| **First Name(s)** | | | **Surname** | |
|  | | |  | |
| **Telephone Number 1:** | |  | | |
| **Telephone Number 2:** | |  | | |
| **Email Address:** | |  | | |
| **First Line of Address:** | |  | | |
| **Second Line of Address:** | |  | | |
| **City:** |  | | **Postcode:** |  |
| **UK Driving Licence?** | YES/NO | | **Access to suitable vehicle?** | YES/NO |
| **Do you hold a current valid Passport or ID Card?** | | | | YES/NO |

|  |  |  |
| --- | --- | --- |
| **EDUCATION HISTORY** | | |
| Please start with your most recent and work back. Insert more rows if necessary. | | |
| **Dates (from-to)** | **School/College/Unviersity/Other** | **Course, Subject & Qualification** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **OTHER APPLICABLE QUALIFICATIONS** | | |
| Please start with your most recent and work back. Insert more rows if necessary. | | |
| **Date** | **Establishment** | **Qualification** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **EMPLOYMENT HISTORY** | | | |
| Please start with your most recent and work back. Insert more rows if necessary. | | | |
| **Dates (from-to)** | **Employer** | **Job Title, Main Roles & Responsibilities** | **Salary &**  **Reason for Leaving** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| **PERSONAL STATEMENT** |
| Please use this section to outline your relevant experience and suitability for the advertised role.  Please refer to the essential criteria outlined in the Person Specification. Maximum 1,000 words. |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **REFERENCES** | | | |
| Please provide the details of two suitable referees. | | | |
| **Name:** |  | **Name:** |  |
| **Position:** |  | **Position:** |  |
| **Employer:** |  | **Employer:** |  |
| **Telephone:** |  | **Telephone:** |  |
| **Email:** |  | **Email:** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EQUALITY AND DIVERSITY** | | | | |
| CONFIDENTIAL Sky Blues in the Community is committed to developing positive policies to promote equal opportunities and prohibiting unlawful or unfair discrimination on the grounds of age, disability, gender reassignment, marital or civil partnership status, pregnancy or maternity, race, religion and belief, sex or sexual orientation. Effective monitoring is an important tool for ensuring that we comply fully with the Equality Act 2010. Monitoring equality data is essential in allowing us to understand our workforce and who applies for roles within it. The information you provide will allow us to implement specific programmes in order to address any under-represented groups within our workforce, potentially increasing the diversity of the Club’s staff in the future. The information you provide will be treated in confidence. | | | | |
| **Gender:**  Please identify your gender: | | | Male |  |
| Female |  |
| **Disability:**  Do you consider yourself to have a disability? | | | YES |  |
| NO |  |
| **Age:**  Please identify the age bracket that you fall into: | | <19 Years | |  |
| 20-29 Years | |  |
| 30-39 Years | |  |
| 40-49 Years | |  |
| 50-59 Years | |  |
| 60-69 Years | |  |
| >70 Years | |  |
| **Ethnicity:**  Please identify your ethnic background. | White | English/Scottish/Welsh/Northern Irish/UK | |  |
| Irish | |  |
| Any other White Background | |  |
| Mixed ethnic background | Mixed ethnic background | |  |
| Asian / Asian UK | Indian | |  |
| Pakistani | |  |
| Bangladeshi | |  |
| Chinese | |  |
| Any other Asian background | |  |
| Black / African / Caribbean / Black UK | African | |  |
| Caribbean | |  |
| Any other Black/African/Caribbean background | |  |
| Other ethnic group | Arab | |  |
| Any other ethnic group | |  |
| **Religion or belief:**  Please identify your religion or belief. | | No Religion | |  |
| Christian | |  |
| Buddhist | |  |
| Hindu | |  |
| Jewish | |  |
| Muslim | |  |
| Sikh | |  |
| Other religion | |  |
| **Sexual Orientation:**  Please identify your sexual orientation. | | Bisexual | |  |
| Heterosexual | |  |
| Gay Man | |  |
| Gay Woman / Lesbian | |  |
| Other | |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DECLARATION OF CONSENT** | | | | |
| **Please review your application form before completing this section.** | | | | |
| **Privacy Notice**  At Sky Blues in the Community we only collect the information we need to carry out our services and we treat your information with care – taking the appropriate steps to protect it.  In line with our Core Values as a charity, the General Data Protection Regulation, this Privacy Notice outlines why we collect and process your personalinformation.  By applying to be an employee of Sky Blues in the Community, you provide us with the personal information on this application form.  Sky Blues in the Community use this information to ensure a fair and robust recruitment process. We do not share this information with any third parties and we will only use this information for the purpose of recruitment.  You have rights related to how Sky Blues in the Community use your data and we ask that you complete the Declaration of Consent below.  You have rights to ask for a copy of your data or for it to be rectified if it is inaccurate. You also have the right to withdraw consent. In certain circumstances, you also have the right to object to us processing your data.  For more information about how Sky Blues in the Community handle your personal data, you can obtain a copy of our Privacy Policy by emailing: [sbitc@ccfc.co.uk](mailto:sbitc@ccfc.co.uk)  **SBITC is an equal opportunities employer and welcomes applications from all sections of the community. All appointments will be made based on merit.**  **T**he following policies are available <https://www.ccfc.co.uk/community/sbitc-about-us/>  **-Privacy Policy**  **-Safeguarding Policy**  **-Equality,Diversity and Inclusion Policy**  **-GDPR/Data Protection Policy** | | | | |
| **I consent to Sky Blues in the Community processing my personal information.** | | | | **YES / NO** |
| **Signature:** |  | **Date:** |  | |