**Hall Hire Manager Application Form**

**Closing Date: Tue 27th May 2025 at 10am**

Please study the enclosed Job Description before completing this form.

**Surname/Last Name:** ........................................................................................................

**First name(s):** .......................................................................................................................

**Address:** ...............................................................................................................................

**Telephone: Home:** ............................................. **Mobile:** .............................................

**Email:** ................................................................................................................................

**PREVIOUS EMPLOYMENT**

Starting with your present or most recent employment, please provide details as requested.

Please include all paid positions held during at least the past 10 years.

| **Name & address****of employer** | **Date** | **Job title****& description of main duties** |
| --- | --- | --- |
|  |  |  |

Please continue on a separate sheet if necessary

|  |  |  |
| --- | --- | --- |
| **Education / Vocational Qualification & Training courses** | **Grade obtained** | **Date** |
|  |  |  |
| **Please tell us what skills you have for this post and why you are interested in it?** |

Please continue on another sheet if necessary.

Do you have permission to take paid employment in the UK? …..........................................

Are there any restrictions on this permission? ......................................................................

When would you be able to start if offered this job? ..............................................................

Where did you see this job advertised? ................................................................................

**REFEREES**

References, which should include your present or most recent employer, may be taken up when short-listing unless you indicate that you do not wish us to pursue a reference without consulting you.

**Name of Referee 1:** ................................................................................................

**Position held:** .........................................................................................................

**Address:** .................................................................................................................

**Tel:** .................................................... **Email:** .......................................................

**Name of Referee 2:** ................................................................................................

**Position held:** .........................................................................................................

**Address:** .................................................................................................................

**Tel:** .................................................... **Email:** ......................................................

I am happy for the reference to be taken up without further reference to me. YES / NO

**I declare that to the best of my knowledge the information I have provided throughout this form is correct.**

**Signed: Date:**