



Employment Application Form

Please complete in black ink and print where possible

Position applied for:	Closing date and source of application:
Surname:	First names and title:
Address:	Telephone: Email:

Personal Details:
Do you require a work permit to take up employment in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you hold a current clean driving licence? Yes <input type="checkbox"/> No <input type="checkbox"/>

Please give your reasons for applying for this position, addressing the requirements of the Person Specification and say what experience you feel you have which would enable you to do it well. Please use separate sheets if necessary.

A large, empty rectangular box with a thin black border, intended for the applicant to write their reasons for applying and relevant experience. The box occupies the majority of the page below the instructions.

Please give details of any outside interests or other information which you feel will support your application. Include here memberships of professional bodies and service on voluntary organisations etc.

--

References. Please give the names and addresses of two referees. One should be your present or last employer if possible.

Referee 1	Referee 2
Name	Name
Address	Address
May we approach them now? <input type="checkbox"/> Yes <input type="checkbox"/> No	May we approach them now? <input type="checkbox"/> Yes <input type="checkbox"/> No

I apply for the above position and confirm that this is a true and complete record	
<i>Signature</i>	<i>Date</i>

Please return your completed application together with any other documentation requested to:
James Nelson, MMC Venue, 105 Leicester Road, Mountsorrel LE12 7DB
manager@mmcvenue.co.uk