



language study centres

APPLICATION FORM

Position applied for:
Preferred centre/course town:
Do you require accommodation here? YES NO
Exact dates available (Most courses will require you to be available from the beginning of July):
Where did you hear about this vacancy?

Attach a recent passport-size photo here

PERSONAL DETAILS

Title: Mr/Mrs/Miss/Ms	First Name:	Surname:
Date of Birth:	Nationality:	
Home address:	Current address (if different):	
Tel:	Tel:	
Mobile:	Email:	
Please give details of any illness or disability that may affect your ability to work:		Do you have the use of a car? YES NO
Do you have a criminal record? YES NO If YES, please give details:		
<small>(People who may be required to work with children and young people are not covered by the Rehabilitation of Offenders Act 1974, and can be required to declare all criminal convictions, spent or otherwise)</small>		

QUALIFICATIONS (Proof of qualifications will be required before appointment.)

First degree or equivalent

Date	Qualification gained	College/University

A-Level, GNVQ, GCSE

Date	Title of qualification	School/College

WORK EXPERIENCE (Any gaps in CVs must be explained satisfactorily)

Date	Employer	Job Title/Details

SKILLS AND PERSONAL QUALITIES Give details of any skills or qualities which may be relevant to student activities, e.g. sports, drama, first aid, life saving, etc.

FOREIGN LANGUAGES (Please indicate conversational or fluent)

REFEREES All references will be followed up. References will include a specific enquiry as to whether there is any impediment to the prospective staff member being employed in a situation where he/she will have responsibility for the care of or substantial access to children. Appropriate Criminal Records Bureau (CRB) disclosure may be requested prior to appointment.

Give the name, address, phone/fax/email and relationship to you of two referees we can contact. One should be your last employer. **Referees must not be family relations or friends.**

Referee 1

Referee 2

DECLARATION

I certify that the information contained in this application is correct, and that I am not unfit to be working with juniors.

Signed

Date

Return to: Patrick Amos, LSC, 210 Church Road, Hove, BN3 2DJ or patrick.amos@lsc.ac

Tel: 01273 733819 Fax: 01273 725 790