**Supporting Information**

|  |  |
| --- | --- |
| **Position applied for:**  |  |

 **Contact Details**

|  |  |
| --- | --- |
| **Surname:**  |  |
| **Forename:**  |  |
| Home address (*if not on CV):* |  |
| Post code: |  |
| Telephone number:  |  |
| Personal email:  |  |

 **Supporting Statement**

|  |
| --- |
| **Please refer to the job description and person specification, and give examples of how you meet the requirements for the position.** Describe your relevant experience and skills. You may refer to experience gained in paid or voluntary employment, outside interests and any other relevant activities. This information is an important part of the selection process as it is used for shortlisting purposes. You may use additional pages if necessary. |

 **Further Information**

|  |
| --- |
| Current or last salary (including any allowances and benefits): |
| What period of notice is required by your present employer? |
| Please give dates over the coming weeks when you will be unavailable for interview: |
| How did you find out about this vacancy? |
| Do you require a work permit to work in the UK?  | ¨ Yes  | ¨ No |
| If yes, please give details: |
| If no, please state why: |
| Are you already in possession of this type of work permit? | ¨ Yes  | ¨ No |
| If so, please indicate its start and end dates? | Start: | End: |
| Do you have any convictions or cautions that are not protected convictions or cautions? | ¨ Yes   | ¨ No |

 **References**

Please provide two referees, one from your present employer and another recent employer. Referees should be HR contacts or line managers, not friends, relatives or immediate colleagues. If this is your first appointment one reference should be from your head teacher, lecturer or similar. Referees will be contacted before an offer of employment is confirmed but will only be contacted once permission has been given to do so.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **Name:** |  |
| **Referee Job Title:** |  | **Referee Job Title:** |  |
| **Organisation:** |  | **Organisation:** |  |
| **Business Address:** |  | **Business Address:** |  |
| **Business Phone:** |  | **Business Phone:** |  |
| **Mobile:** |  | **Mobile:** |  |
| **Email:** |  | **Email:** |  |
| **Relationship (HR Team, line manager, head teacher etc.):** |  | **Relationship (HR Team, line manager, head teacher etc.):** |  |
| **Dates Employed:** |  | **Dates Employed:** |  |

I consent to the processing by the College of the information contained in this form, by any means, for the purposes of my application for employment with the College.

I certify that the information provided is correct and agree that if my application is successful it should form part of the basis of my employment with the College. I understand and agree that any misrepresentation by me on this application form and/or any other information I have supplied in connection with my application will be sufficient cause for cancellation of the application and/or termination from the College’s service if I have been employed. The College reserves the right to verify information and seek information from other sources.

**Signed ………………………………………………………..………….**  **Date ………………………..**

Return your completed application to recruitment@rcpath.org

**DIVERSITY MONITORING QUESTIONNAIRE**

Please complete an optional anonymous diversity monitoring questionnaire to enable the College to monitor the diversity of applicants: [RCPath Diversity Monitoring Questionnaire](https://forms.office.com/Pages/ResponsePage.aspx?id=1vIp0UCuMUGgygJiF7rurcsj5EgrnYhAgoBAHyaB4npUQ1A4TE9aUVlaM1U5MkpSR0NDSjU1VExWRyQlQCN0PWcu)