

**APPLICATION FOR EMPLOYMENT**

Please print clearly in black ink. Complete all sections. Sign and date the form.  
Please do not submit CV's. Application form only.

Position applied for:

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**1 PERSONAL DETAILS**

Surname:	Forename(s):
	Preferred name:
Contact Address:	
Post Code:	
Tel. No. (Home):	Tel. No. (Work):
Tel. Mobile:	
Email address:	
Are you deemed as being 'entitled' or 'entitled to work' under the Control of Housing and Work (Jersey) 2012? Yes / No	

**2(a) EDUCATIONAL/PROFESSIONAL QUALIFICATIONS**

**Secondary Education**

Qualification	Grade	Qualification	Grade

**Further Education**

Course, e.g.: GNVQ / NVQ/ Special Training/Languages Diploma/Degree or equivalent	Dates From/To	Course Title	Standard Attained

**2(b) MEMBERSHIP OF PROFESSIONAL BODIES**

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From Month/Year	To Month/Year	Title of Post:
<b>Name and address of employer:</b>		
		Number of employees supervised by you:
Nature of business:		Period of notice:
Precise reasons for leaving or wishing to leave:		
Description of your duties:		

<b>(b) Previous employment</b>		
From Month/Year	To Month/Year	Title of Post:
<b>Name and address of employer:</b>		
		Number of employees supervised by you:
Nature of business:		
Precise reasons for leaving:		
Description of your duties:		

<b>(c) Previous employment</b>		
From Month/Year	To Month/Year	Title of Post:
<b>Name and address of employer:</b>		
		Number of employees supervised by you:
Nature of business:		
Precise reasons for leaving:		
Description of your duties:		

<b>(d) Previous employment</b> (If there is not sufficient space on the form, please continue on a separate sheet.)			
Dates		Name and address of employer	Title of Post
From	To		

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**6 (a) REFERENCES**

Jersey Employment Trust reserves the right to approach your previous employers without your permission for a reference before offering employment. However, we will not approach your present employer prior to interview without your agreement. Referees should not be related to you.

\* I do / do not wish my present employer to be contacted before interview. \* Delete as appropriate

**(b) An enhanced DBS check is required for this post at the offer of employment stage**

<b>Reference 1 Present Employer</b>	<b>Reference 2 Previous Employer</b>
Name	Name
Address	Address
Post Code	Post Code
Tel. No:	Tel. No:
Email address:	Email address:

**7 SPECIAL REQUIREMENTS**

Any special requirements if selected for interview? (e.g. disabled access)
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**DECLARATION**

I hereby declare that the details shown are correct and complete to the best of my knowledge. I understand that any false statements or the withholding of any relevant information may provide grounds for rejection of my application, or termination of my contract of employment. I understand that the Jersey Employment Trust will process this application subject to the Data Protection (Jersey) Law 2018. The applicant privacy statement can be found at - <https://www.jet.co.je/job-vacancies-at-jet.aspx>

Applicant's signature: .....

Date:.....

**Please return your form to:**  
**JERSEY EMPLOYMENT TRUST**  
**THE OAKFIELD BUILDING**  
**LA RUE DU FROID VENT**  
**ST SAVIOUR**  
**JE2 7LJ**