

Recruitment: Information for applicants

Thank you for your interest in working at Tobacco Factory Theatres.

How to apply:

- Read the Job Description and Person Specification.
- Complete all sections of the Application Form. **We do not accept CVs.**
- Please ensure that in the 'Additional Information' section of the Application Form, you tell us how you meet the skills in the Person Specification of the Job Description.
- Once you have completed the Application Form, please email it along with a completed Equalities Monitoring Form to:
recruitment@tobaccofactorytheatres.com stating the job title in the subject box, or post it to Recruitment, Tobacco Factory Theatres, Raleigh Road, Southville, BS3 1TF.
- Any application forms received after the deadline may not be included in the recruitment process.
- If this form is not an appropriate application method for you because of an impairment or disability, please contact us to make alternative arrangements.

1. POST APPLIED FOR

--

2. PERSONAL DETAILS

Surname			
Forename			
Address			Postcode
Phone			
Email address			

3. ELIGIBILITY TO WORK

Do you have permission to work in the UK: <i>If selected you will be required to provide evidence of your right to work in the UK at the interview stage of the recruitment process, and failure to do this will mean that your application will not be taken any further.</i>			
	Yes	No	(delete as applicable)

4. CURRENT/MOST RECENT EMPLOYMENT

Job title			
Employer's Name			
Employer's Address			
Start Date			
End Date			
Salary			
Short description of job:			
Notice period			

5. PAST EMPLOYMENT (Please use additional sheets if required)

Job title	
Employer's Name	
Employer's Address	
Start Date	
End Date	
Salary	
Short description of job:	
Notice period	

Job title	
Employer's Name	
Employer's Address	
Start Date	
End Date	
Salary	
Short description of job:	
Notice period	

Job title	
Employer's Name	
Employer's Address	
Start Date	
End Date	
Salary	
Short description of job:	
Notice period	

6. EDUCATION, TRAINING AND QUALIFICATIONS			
School/College/University/ Employment	Dates attended	Course attended	Qualification/grade

7. ADDITIONAL INFORMATION – EXPERIENCE, SKILLS AND INTERESTS

Referring to the job description and the skills and experience required, please outline why you have applied, any skills, experience and interests which may be relevant, and why you feel that you are a suitable candidate for this post.

Please continue on additional sheets if necessary.

8. REFERENCES

Please provide details of your current/most recent employer and one other. We will not contact your referee before an interview or without your permission.

Full Name		Full Name	
Position*		Position*	
Company		Company	
Address		Address	
Telephone		Telephone	

*Please state their Job Title at the time you worked with them, their relationship to your position and how long you worked together.

Please tell us how you heard about this vacancy:

DECLARATION

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Name			
Signature		Date	