

# St George's Bristol

## Application for Employment

Please complete in black ink, in clear handwriting or type.  
Please do not enclose additional CVs – include all relevant information on this application form.

APPLICATION FOR THE POST OF: **Box Office Manager**

WHERE DID YOU SEE THIS POST ADVERTISED?

### PERSONAL DETAILS

Title ..... First Name(s): .....

Last Name/Family Name: .....

Address: .....

.....

.....

Telephone: Evening: ..... Daytime: .....

Email address: .....

### DECLARATION

I confirm that all the information given on this form and any supporting material is true and complete and I understand that if it is subsequently found to be materially incorrect, St George's Bristol will be entitled to terminate any subsequent employment without notice.

Signed: ..... Date: .....

**EMPLOYMENT DETAILS** (CURRENT POST)

DATE STARTED	EMPLOYER	JOB TITLE AND SALARY

DESCRIBE THE MAIN DUTIES AND RESPONSIBILITIES OF THIS POST

Period of notice required: .....

**RELEVANT PAST EMPLOYMENT DETAILS** (PAID OR UNPAID)

Please give details of all relevant positions held since you completed your full-time education, with the most recent first. Please continue on a separate sheet if necessary.

FROM	TO	EMPLOYER	JOB TITLE AND SALARY	MAIN DUTIES AND REASON FOR LEAVING

**RELEVANT EDUCATION QUALIFICATIONS**

<b>SUBJECTS AND LEVEL</b>	<b>PLACE OF STUDY</b>	<b>FULL OR PART TIME STUDY</b>	<b>COURSE DATES (FROM - TO)</b>	<b>GRADES</b>

**TRAINING COURSES RELEVANT TO THIS POST**

<b>DATE</b>	<b>COURSE DETAILS</b>

## **ADDITIONAL INFORMATION**

**PLEASE DETAIL OTHER INFORMATION YOU WISH TO GIVE IN SUPPORT OF YOUR APPLICATION, SETTING OUT HOW YOUR EXPERIENCE, KNOWLEDGE AND SKILLS MATCH THE JOB DESCRIPTION. DO NOT EXCEED TWO SIDES OF A4**

**MEMBERSHIP OF PROFESSIONAL BODIES**

DATE	INSTITUTE/SOCIETY	BY EXAMINATION/ELECTION

**REFERENCES**

<p>Please give the names and addresses of two referees, one of whom should be your current or most recent employer. We will not take up your current employer's reference without your permission:</p>	
<p>Name: .....</p> <p>Position: .....</p> <p>Address: .....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Relationship: .....</p> <p>Tel No: .....</p>	<p>Name: .....</p> <p>Position: .....</p> <p>Address: .....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Relationship: .....</p> <p>Tel No: .....</p>

**Please return your application, including the equal opportunities form, to:**

**Matthew Little  
 St George's Bristol  
 Great George Street  
 Off Park Street  
 Bristol BS1 5RR**

**Or e-mail to: [m.little@stgeorgesbristol.co.uk](mailto:m.little@stgeorgesbristol.co.uk)**

**Deadline: 5pm Tue 31 Jan 2012.**