



## Assistant Manager Application Form

|                              |          |          |
|------------------------------|----------|----------|
| <b>Position Applied For:</b> | 13 hours | 20 hours |
|------------------------------|----------|----------|

|               |  |
|---------------|--|
| <b>Title:</b> |  |
|---------------|--|

|                    |  |
|--------------------|--|
| <b>First Name:</b> |  |
|--------------------|--|

|          |  |
|----------|--|
| Surname: |  |
|----------|--|

|                                |  |
|--------------------------------|--|
| <b>Address &amp; Postcode:</b> |  |
|--------------------------------|--|

|                         |  |
|-------------------------|--|
| <b>Contact Details:</b> |  |
|-------------------------|--|

|       |  |
|-------|--|
| Home: |  |
|-------|--|

|                |  |
|----------------|--|
| <b>Mobile:</b> |  |
|----------------|--|

|               |  |
|---------------|--|
| <b>Email:</b> |  |
|---------------|--|

|                                   |  |
|-----------------------------------|--|
| <b>National Insurance Number:</b> |  |
|-----------------------------------|--|

| Are you registered self-employed? | Yes | No |
|-----------------------------------|-----|----|
|-----------------------------------|-----|----|

|                                              |     |    |
|----------------------------------------------|-----|----|
| Are you legally permitted to work in the UK? | Yes | No |
|----------------------------------------------|-----|----|

**Current or previous employment or volunteering:**

Please tell us about roles and experience which may be useful in your role as an employee. Please include dates and names of any employers/ placements.

[illegible]

**Current or previous employment or volunteering [Continued]:**

Please continue on a separate sheet if necessary

**Courses / Training / Education**

Please tell us about any relevant qualifications or courses you have attended.  
(Please provide dates)

Please continue on a separate sheet if necessary

**Please use this space to provide us with any additional information to support your application and demonstrate how you meet the Person Specification.**

Please continue on a separate sheet if necessary

**Criminal Convictions**

This post is subject to a DBS Check (Disclosure and Barring Service) which checks for criminal convictions.

Are you prepared to undergo this check?

Yes

No

|                                                                                                                               |  |
|-------------------------------------------------------------------------------------------------------------------------------|--|
| <b>References</b>                                                                                                             |  |
| Please give the names of two independent referees, one of whom should be your last employer. They must not be family members. |  |
| <b>Referee 1</b>                                                                                                              |  |
| <b>Name:</b>                                                                                                                  |  |
| <b>Address &amp; Postcode:</b>                                                                                                |  |
| <b>Phone:</b>                                                                                                                 |  |
| <b>Email:</b>                                                                                                                 |  |
| <b>Referee 2</b>                                                                                                              |  |
| <b>Name:</b>                                                                                                                  |  |
| <b>Address &amp; Postcode:</b>                                                                                                |  |
| <b>Phone:</b>                                                                                                                 |  |
| <b>Email:</b>                                                                                                                 |  |

|                              |
|------------------------------|
| <b>Hobbies and Interests</b> |
|                              |

|                |  |
|----------------|--|
| <b>Signed:</b> |  |
| <b>Date:</b>   |  |

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**Thank you**

**Please return to:**

Recruitment, Mill Hill Partnership Library, Hartley Ave, Mill Hill NW7 2HX

Jennifer Brown / Manager:

020 8906 3125

jennifer@nw7hub.org.uk

Continuation Sheet

Continuation Sheet