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269 Kilburn High Road info@KilnTheatre.com

London NW6 7JR 020 7372 6611

**APPLICATION FORM**

Please type or write clearly in black ink.

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| --- |
| Post Applied for: Head of Creative Engagement |
| Closing date: 24 Jan 2022 |

**SECTION ONE: PERSONAL DETAILS**

|  |
| --- |
| Surname: |
| First Name(s): |
| Contact Phone Number(s): |
| Home Address: |
| Email Address: |

**EMPLOYMENT HISTORY**

**You may also list other work experience you feel is relevant to the role. Please start with your most recent employment.**

|  |
| --- |
| Name and address of employer: |
| Job Title: |
| Start date:  End date: |
| Period of notice required: |
| Salary: |
| Brief description of duties: |
| Reason for leaving or seeking other employment: |
| Name and address of employer: |
| Job Title: |
| Start date:  End date: |
| Period of notice required: |
| Salary: |
| Brief description of duties: |
| Name and address of employer: |
| Job Title: |
| Start date:  End date: |
| Period of notice required: |
| Salary: |
| Brief description of duties: |
| Reason for leaving or seeking other employment: |

|  |
| --- |
| Name and address of employer: |
| Job Title: |
| Start date:  End date: |
| Period of notice required: |
| Salary: |
| Brief description of duties: |
| Reason for leaving or seeking other employment: |

**RELEVANT TRAINING OR EDUCATION**

|  |  |  |
| --- | --- | --- |
| Courses attended / Exams taken /  Personal Qualifications / NVQs / Training Courses  (include grades attained) | Dates attended | School/College/University |
|  |  |  |

# SUPPORTING STATEMENT

# To assist us in shortlisting for interviews, please write a statement of support for your application. Please use a maximum of 500 words. If you would prefer to complete this part of the application process in video format, please email recruitment@kilntheatre.com for further details.

**REFERENCES**

Please give the name and address of two referees. Where possible, one referee should be your present or most recent employer (if applicable).

Referee name:

Address:

Phone number:

Email address:

Occupation:

How do you know this referee?

May we request a reference: at any time / only after offer of employment

(Please delete)

Referee name:

Address:

Phone number:

Email address:

Occupation:

How do you know this referee?

May we request the reference: at any time / only after offer of employment?

(please delete)

# GENERAL MONITORING

Where did you hear about this vacancy? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADDITIONAL INFORMATION**

Do you require any reasonable adjustments, due to a disability or health condition, to enable you to attend an interview, or which you wish us to take into account when considering your application?

**Yes / No** (please delete)

If Yes, please provide further details:

**DISABILITY DISCRIMINATION ACT 1995**

Do you have any special needs which might require Kiln Theatre to make reasonable changes in order for you to undertake this job?

**Yes / No** (please delete)

If Yes, please provide further details:

**REHABILITATION OF OFFENDERS ACT 1974 (AS AMENDED)**

Please give details of any criminal convictions you have had, excluding any considered ‘spent’ under The Rehabilitation of Offenders Act 1974 or minor motoring offences

**ASYLUM AND IMMIGRATION ACT 1996**

Please confirm that you have the right to work in this country Yes / No

Do you require a work permit to work in this country? Yes / No

If Yes please give more details:

# DATA PROTECTION

I agree that the information given in my application may be used for purposes registered under the EU GDPR 2018, and I consent to the information being stored on manual and computerised files for relevant employment-related purposes.

**DECLARATION**

I confirm that the information I have given in my application is accurate and correct to the best of my knowledge. I consent to Kiln Theatre checking any of the details I have given. I understand that the supply of inaccurate or incorrect information, or omission of any material information from my application may result in the withdrawal of any offer of employment, or termination of employment.

Candidate’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_