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| **Part 1**  **Application for Employment** | |
| Post you are applying for:  Click or tap here to enter text. | |
| Ref no: (for HR use) |  |

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| 1. **EMPLOYMENT & EXPERIENCE**   **Current or latest work experience** | | |
| Name and address of employer:  Click or tap here to enter text. | | |
|
| Position held:  Click or tap here to enter text. | From (D/M/Y):  Click or tap here to enter text. | To (D/M/Y):  Click or tap here to enter text. |
| Notice required: | If p/t, state hours per week/weeks per year: | |
| Reason for leaving or wishing to leave current/last employment: | | |
| Please summarise your current duties and responsibilities: | | |

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| **Previous work experience**  List your experience in order, beginning with the most recent post (expand as required): | | | | |
| Dates of employment | | Organisation  (include nature of business) | Please briefly indicate:  Job title, main role(s) and responsibilities, reason for leaving. | |
| From  (D/M/Y): | To  (D/M/Y): |
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| **Education and Qualifications** | | | |

a) Secondary education

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| Qualification(s) | Subjects | Level/grade |
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b) Completed further and higher education and professional qualifications, giving highest qualification first.

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| Period of study | | Academic qualification(s) | Subject(s) | Level/ grade | Institution/ Provider |
| From  D/M/Y | To  D/M/Y |
|  |  |  |  |  |  |

c) Further/higher education/professional qualification(s) currently being undertaken

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| Qualification/Level | Subject(s) and method of study (e.g., full-time, part time, distance learning) | Exam/end date | Institution/provider |
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| **Membership of Professional Bodies** | | | |
| Professional body | Period of membership | | Grade obtained |
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| **Do you require a work permit to work in the UK?** | | **Do you have a current driving licence?** | |

**Relevant experience**

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**Teaching experience (if applicable to post)**

Please provide details of any experience in the development and/or delivery of teaching materials – if appropriate to the role (expand as required).

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| **Personal statement/further information in support of your application** |

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| Please provide evidence of the extent to which you meet each of the selection criteria specified in the job description. |

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| **Declaration**  The information on this form will be used in accordance with the Data Protection Act 1998 to consider your application for employment and, if appointed, may be processed by computer or form the basis of manual records. If used for the production of summary statistics, it will not be possible to identify individuals and you consent to the information being used for these purposes.  Providing false or misleading information anywhere on your application will disqualify you from appointment or if appointed will render you liable to dismissal without notice. By signing below you declare that the information you have given is to the best of your knowledge true and complete.   |  | | --- | | Signed: Date: |   **Please now complete Part 2 of this Application Form**  **before submitting BOTH PARTS by email to**  [**NHCHR@uhi.ac.uk**](mailto:NHCHR@uhi.ac.uk)  (a typed signature in the declaration box is acceptable for this). |