|  |  |
| --- | --- |
| **Office Use Only**  Job Ref. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Application No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Shortlisted Yes/No |  |

**  
Application Form – Part 1 - Personal Details**

*PLEASE NOTE: The Students’ Union is committed to equality of opportunity and as such the details given below do not form part of the shortlisting process. This information, along with the equal opportunities monitoring form will be separated from the main application form prior to shortlisting and only passed to panel members after shortlisting has been completed.*

|  |  |
| --- | --- |
| **Title:** |  |
| **First Name/Given Name:** |  |
| **Surname/Family Name** |  |
| **Address** |  |
|  |  |
| **Email Address** |  |
| **Mobile Tel No.** |  |
| **Do you require a visa to work in the UK?** |  |
| **Is there any other information which may affect your application which you wish to make us aware of?** |  |
| **Where did you hear about this position?** |  |

**Application Form - Part 2 – Equal Opportunities Monitoring**

**PLEASE NOTE**

* **Any information supplied by you will remain confidential, be detached from your application and will not be used for selection purposes.**

|  |
| --- |
| 1. **Gender:** (Please tick)  Male  Female  Other |

|  |
| --- |
| 2. **Marital Status:**  Single  Married/Civil Partnership  Partner  Widowed |

|  |
| --- |
| 3. **Age Group:**  Under 2525-34  35-44  45-54  55-64  over 65 |

|  |  |  |
| --- | --- | --- |
| **3. Disability:**  **The Equality Act 2010 defines a disability as ‘a physical or mental impairment which has, or had a substantial and long term adverse effect on a person’s ability to carry out normal day-to-day activities**  Do you consider yourself to be disabled? Yes No  (This need not be a disability which affects your ability to carry out your job)  Please indicate below if there are any reasonable adjustments we need to consider making if you are invited to interview for this post, for example access to interview rooms, alternative equipment or information, hearing loops etc.   |  | | --- | |  | |  | |

|  |
| --- |
| **4. Ethnicity**    **White** British  Irish  Any other white background   ple*ase specify*………………………  **Mixed** White and Black Caribbean   White and Black African   White and Black Asian   Any other mixed background   *please specify*………………………  **Asian or British Asian** Indian   Pakistani   Bangladeshi   Any other Asian background   *please specify*………………………  **Black or Black British** Caribbean   African   Any other black background   *please specify*………………………  **Chinese, British Chinese**  Chinese  **or other ethnic group** Any other ethnic background   *please specify*……………………… |

|  |
| --- |
| **5. Rehabilitation of offenders Act**  Have you ever been convicted of a criminal offence? Yes No  If Yes, please give details in a separate document page. You are not required to give details of a spent conviction, as provided by the Rehabilitation of Offenders Act 1974. |