

	
Community Interest Company	Charity

**Blackpool Tiggers/MyTownTiggers – Application Form**

It is important that you type or write legibly using black ink when completing the form as it will be photocopied. You may supply additional material if relevant but unfortunately it is not sufficient to only send a copy of your Curriculum Vitae. Receipt of application will be acknowledged only upon receipt of a stamped self-addressed envelope.

Applications should be returned to Blackpool Tiggers/MyTownTiggers addressed as follows:-

**Private and Confidential**

Personnel Officer  
 BlackpoolTiggers/MyTownTiggers  
 32 Powell Avenue  
 Blackpool  
 Lancashire  
 FY4 3HH

**Position Applied For:-**

.....

**Closing date .....**

**Personal Details**

**Surname:.....Title(Mr/Mrs/Miss/Ms).....**  
**Forename(s):.....**

**Home Address (including postcode)**

.....

.....

**Tel no.....**

**Mobile no .....**

**Work Address (including postcode)**

.....

	
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Tel no.....Email (work/home)

.....

May we contact you by telephone  or email  at work? (please tick as appropriate)

Period of notice in present post:.....

Are you over 16 and under 65?: Yes/No

National Insurance no:.....

Work Permit Needed: Yes/No

Are you in good health? Yes/No. If not, please state the reason(s):

.....

How many days sickness absence have you taken in the last two years?

.....

Please give your present/last annual salary and details of any additional benefits/allowances:

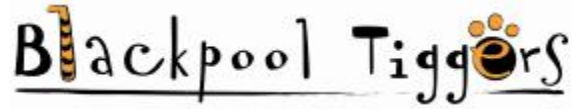
£.....

Please note: salary details of appointee may be verified.

Where did you first see the post advertised? .....



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### Education and Qualifications

University/College	Subject	From	To	Results
<b>Technical, professional, commercial</b>				
College/Institute	Type of training	From	To	Results
<b>Membership of professional bodies</b>				
Secondary School	Examinations passed	From	To	Grades

**Please provide details of any volunteering or knowledge of the voluntary/independent sector:-**

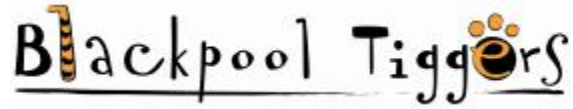
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**References**

Please provide the names and addresses of two referees (one of whom should normally be your manager/supervisor at your current workplace). For recent graduates your personal tutor could also be appropriate. Relatives may not be given as referees.

1..... 2.....

.....

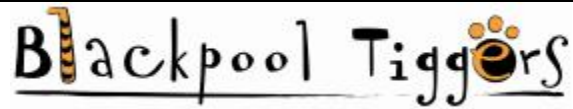
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Tel no:..... Tel no:.....

Email address:..... Email address:.....

Job title:..... Job title:.....  
of referee of referee

If you are shortlisted, references may be taken up prior to interview. Please tick  if you do not wish us to contact your current employer prior to interview.



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**Current and Previous Appointments (please start with most recent)**

<b>Employer's name, address and type of business</b>	<b>Positions held (briefly describe duties)</b>	<b>From (mth/yr) To (mth/yr)</b>	<b>Reason for leaving</b>

	
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**Equal Opportunities Statement**

Blackpool Tiggers is committed to promoting and developing equality of opportunity in all areas of its work and activities. In order to achieve this aim, the organisation will seek to:

- ensure that prospective and current job applicants and members of staff are treated solely on the basis of their merits, abilities and potential without any unjustified discrimination on grounds of age, sex, disability, family circumstances, race, colour, nationality, citizenship, ethnic origin, social and economic status, marital status or other irrelevant distinction;
- promote good relations between individuals from different groups;
- recognise and develop the diversity of skills and talent within both its current and potential staff and volunteer body;
- foster a culture based on trust and mutual respect;
- undertake a programme of action to make equality policies effective;
- monitor progress towards achieving equality of opportunity on a regular basis;
- communicate to staff, volunteers, members and others the promotion of equal opportunities and procedures to sustain it.

**Monitoring**

To ensure our equal opportunities policy is effective, detailed monitoring of applications will be carried out. This necessitates the collection of information regarding applicants' gender, marital status, age, ethnic origin, nationality and disability. This monitoring slip is detached prior to shortlisting and is not seen by staff involved in making shortlisting decisions. The contents of the slip is treated in strict confidence. The information provided will form a confidential statistical record/database which will be used for analysis of the organisation's Equal Opportunities policy.

Please tick the option which most closely describes you.

**GENDER**

I am: Female  Male

DATE OF BIRTH: .....

Have you ever been convicted of a criminal offence, other than that of a spent conviction under the Rehabilitation of Offenders Act 1974?      Yes/ No

Having a current conviction will not necessarily bar you from employment with the organisation. This will depend on the nature of the work and the circumstance and background to the offence(s).

If Yes, please give details:

.....  
.....

**Please turn over the page**



	
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**Disability Discrimination Act 1995**

Blackpool Tiggers/MyTownTiggers wish to ensure that disabled people are not discriminated against, either directly or indirectly, both in recruitment/selection and in employment and they will be guaranteed an interview if they meet the minimum conditions for the job.

If you are selected for interview and you consider yourself to be disabled, we may contact you to find out if there are any particular arrangements you may need for the interview. You are not obliged to answer the following question or to give details.

As defined by the act - a disability is “a physical or mental impairment which has 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

If appropriate, please describe any requirements which may be necessary for an interview.

.....

.....

Please state below why you are interested in applying for the post and indicate how your skills, past achievements, qualifications, experience and personal qualities make you suited for this job and what contribution you would expect to make if appointed.

**Please turn over this page**

	
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**Data Protection Statement**

Access to this information will be restricted to a limited number of authorised Blackpool Tiggers/MyTownTiggers Officers. The information may also be used for the purposes of compiling employee statistics and equal opportunities monitoring.

I give my consent to this information being processed and stored (by means of a computer database or otherwise) as described above, for the duration of my contract of employment and to fulfil the statutory, or recommended, retention periods when I am no longer an employee at Blackpool Tiggers.

I confirm that all the information given on this form is complete and correct by signing below.

Signature:.....

Date: .....

Please note that failure to disclose relevant details or a deliberate attempt to falsify information may lead to dismissal.

Applications should be returned to Blackpool Tiggers/MyTownTiggers addressed as follows:-

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**Personnel Officer**  
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**32 Powell Avenue**  
**Blackpool**  
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**FY4 3HH**

If you want a receipt for your application, please include a stamped self-addressed envelope.