**Application Form**

**St Mary’s Hitchin Verger**

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| **Personal Details** |  |
| **Name** |  |
| **Address** |  |
| **Work permit** | Do you require a work permit for employment in the UK? (Y/N) |
| **Phone (day)** |  |
|  | Can we contact you at your daytime phone number? (Y/N) |
| **Phone (evening)** |  |
| **Email** |  |

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| **Education/training** | Please fill in all your relevant education and training in full, including the establishment where you obtained qualifications. Include details of non-accredited short courses**.** Use a separate sheet if necessary |

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| **College/School etc.** | **Subject/training** | **Level** | **Date gained** |
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| **Current employer** |  |
| **Name/address** |  |
| **Position held** |  |
| **Full or part time?** |  |
| **Date employment commenced** |  |
| **Present salary** |  |
| **Brief outline of duties/responsibilities** |  |

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| **Previous employment** | Please fill experience and details of your previous employers along with a brief description of your duties and responsibilities and your reason for leaving |

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| **Dates** | **Name and address of employer** | **Brief description of duties and responsibilities** | **Reason for leaving** |
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| Any voluntary experience that may be relevant |  |

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| Your skills and experience | Please use this section to comment on your qualifications to meet our person specification.  |
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| **References** | Please supply details of two referees. One should be from your current or most recent employer. The other should be an independent professional rather than personal contact. **Please tick here if you do not wish us to take up references with your employer before the interview** |

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| **Referee name** | **Job title/contact details** | **Relationship to applicant** |
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Declaration

I certify that the information I have given on this application form is accurate and correct to the best of my knowledge. I consent to nominated employees of St Mary’s Church checking any of the details on this form. I understand that the supply of inaccurate or incorrect information, or omission of any material information from this application form, may result in the withdrawal of any offer of employment, or termination of employment.

**Signed**

**Date**

When completed this application form should be emailed to hitchinparishoffice@btinternet.com or posted to :

The Vicar of St Mary’s, Church House, Hitchin, Herts, SG5 1HP