



Reg. Charity No 1000192

ESSEX RACIAL EQUALITY COUNCIL

Job reference No.....

In confidence

APPLICATION FOR EMPLOYMENT

Before completing this form, please read the accompanying guidance notes.

Application for appointment as

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Section 1. Personal Details

First names.....

Surname.....Title (Mr/Mrs/Ms etc).....

Address.....

.....

.....

Post Code.....

Date of Birth.....Home telephone number.....

May we contact you at work? [] Yes Daytime telephone number.....

[] No

To help us monitor our advertising policy, please say where you saw this post advertised

.....

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<i>For Office use only</i>	
<i>Ref No.....</i>	
<i>Shortlisted</i>	<input type="checkbox"/>
<i>Appointed</i>	<input type="checkbox"/>

Section 2. Employment record

Present/most recent employer.....

Employer's address.....

.....

..... **Post Code**.....

Dates employed.....

Job Title.....

Salary/Benefits.....

What period of notice is required by current employer?.....

Previous employers (Please list all previous employers. Continue on a separate sheet if necessary.)

Dates employed	Employer	Position held
Salary		

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Post Code.....
Telephone.....

Name.....
Position.....

Address.....
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Post Code.....
Telephone.....

May your present employer be contacted if you are shortlisted? Yes No

Do you require a work permit to work in Britain? Yes No

Declaration

I declare that the information contained in this application is complete and correct. I understand that, if I have knowingly provided false information, or, directly or indirectly, canvassed any employee or executive member in support of my application, I may be disqualified or dismissed after appointment.

Signature.....*Date*.....
.....

Please return this form to:

*Essex Racial Equality Council
Lower Ground Floor, Civic Centre
Victoria Avenue
Southend on Sea
Essex SS2 6EP*

In Confidence

EQUALITY OF OPPORTUNITY

The Essex Racial Equality Council operates an equal opportunities policy. To help the EREC monitor the effectiveness of this policy, you are requested to complete this form and return it with your application. A statement of policy has been included in the recruitment pack.

This information will be separated from your application as soon as it is received, it will not be passed on to anyone involved in shortlisting or appointment to this post.

Name.....
...

Post applied
for.....

Please tick the appropriate boxes below:

Do you currently work for or are you related to anyone who works for ESSEX RACIAL EQUALITY COUNCIL?

Yes No

Are you...

Male Female

Would you describe yourself as having a disability?

Yes No

If yes, are you registered disabled?

Yes No

(Please answer all pages)

Ethnic Category

Please tick the box from the following list which best describes the ethnic category to which you belong:

What is your ethnic group?

Choose ONE section from A to E, then tick the appropriate box to indicate your cultural background.

A White

- British*
- Irish*
- Any other White background, please write in*

B Mixed

- White and Black Caribbean*
- White and Black African*
- White and Asian*
- Any other Mixed background, please write in*


C Asian or Asian British

- Indian*
- Pakistani*
- Bangladeshi*
- Any other Asian background, please write in*

D Black or Black British

- Caribbean*
- African*

- Any other Black background, please write in*



E Chinese or other ethnic group

- Chinese*
- Any other, please write in*

