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Description automatically generated APPLICATION FORM

|  |  |
| --- | --- |
| **Post applied for** |  |

**Personal Details**

|  |  |
| --- | --- |
| **Surname** |  |
| **First Names** |  |
| **Address** |  |
| **Email** |  |
| **Contact Number** |  |
| **Preferred Method of Communication** | Email  Phone |
| **Do you have the right to work and live in the UK without restriction?** | Yes  No |
| **Do you have any time restrictions living in the UK?** | Yes  Can you provide a date?.................................................  No |

**Most Recent Education Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates (from-to)** | **Institution/Provider** | **Qualification** | **Level/Grade** |
|  |  |  |  |

**Additional Qualifications/Personal or Professional Development**

Please list any relevant additional qualifications, and training course development undertaken.

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates (from-to)** | **Institution/Provider** | **Details of Course/Qualification** | **Level/Grade** |
|  |  |  |  |

**Most Recent Employment**

Please give details of your most recent role and duties.

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates of Employment** | **Name and Address of Employer** | **Job Title and Main Duties** | **Reason for Leaving** |
|  |  |  |  |
| **Notice Period** |  | | |

**Other Employment**

Please give details of other employment that would continue if successful in this application.

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**Personal Statement**

Please provide information on your suitability for the role and how you meet the selection criteria described in the person specification.

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|  |

**Declaration**

The information on this form will be used in accordance with the Data Protection Act 2018 and UK General Data Protection Regulations (UK GDPR) to consider your application for employment with AUSA and, if appointed, may be processed electronically or form the basis of manual records. If used for the production of summary statistics, it will not be possible to identify individuals.

I confirm that to the best of my knowledge, the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** |  | | |
| **Signature** |  | **Date** |  |

Completed forms should be emailed to [ausa-hr@abdn.ac.uk](mailto:ausa-hr@abdn.ac.uk)