



**Professional/Technical/Special Training/Languages**  
 Please provide details. (Continue on a separate sheet if necessary)

Qualification/Course	Training Organisation	Dates From/To

**3 MEMBERSHIP OF PROFESSIONAL BODIES NOT ALREADY LISTED ON 2(a) ABOVE**


**4 TRAINING AND DEVELOPMENT**  
 Please give a concise account of any training and development relevant to your application.  
 (This may be in a role outside of employment, e.g. voluntary work.)


**5 ADDITIONAL INFORMATION**  
 Please give a brief account of any particular experience/knowledge/skills or competencies you have which you consider would be especially useful in the post for which you are applying (continue on a separate sheet if necessary.)


**6 DRIVING LICENCE**  
 Do you hold a current, clean driving license? **YES/NO**

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**EMPLOYMENT HISTORY**

Starting with your present post, list in reverse order every employment you have held. Please describe your last three jobs in detail so that we can compare your experience with the requirements of the job for which you are applying.

**(a) Present / most recent employment**

From:	To:	Job title:
Current Salary:	Details of pension and other benefits:	
Name and address of employer:		
Number of employees supervised by you:	Part time / Full time – number of hours worked per week:	
Description of your duties and responsibilities:		
Precise reasons for leaving or wishing to leave:		
		Notice period:

**(b) Previous employment**

From:	To:	Job Title:
Current Salary:	Details of pension and other benefits:	
Name and address of employer:		
Number of employees supervised by you:	Part time / Full time – number of hours worked per week:	
Description of your duties and responsibilities:		
Precise reasons for leaving or wishing to leave:		

**(c) Previous employment**

From:	To:	Job Title:
Current Salary:	Details of pension and other benefits:	
Name and address of employer:		
Number of employees supervised by you:	Part time / Full time – number of hours worked per week:	
Description of your duties and responsibilities:		
Precise reasons for leaving or wishing to leave:		

**(d) Previous employment** (continue on a separate sheet if necessary)

Dates		Name and address of employer	Title of Post
From	To		

**8 REFERENCES**  
The Jersey Arts Centre will not contact any of your previous employers for a reference before offering employment. Referees should not be related to you.

Reference 1 – Present Employer	Reference 2 – Previous Employer
Name	Name
Address	Address
Tel. No:                      Fax. No:	Tel. No:                      Fax. No:
Email address:	Email address:

**9 DECLARATION**

I hereby declare that the details shown are correct and complete to the best of my belief. I understand that enquiries may be made to verify these details. I also understand that any false statements or the withholding of any relevant information may provide grounds for rejection of my application at any stage of the appointment. I agree that the Jersey Arts Centre can contact any of the previous employers for a reference.

I understand that the Jersey Arts Centre will create and maintain computer records on me during my employment, and may retain those records after my employment has ceased, subject to the Data Protection (Jersey) Law 2005.

Applicant's signature.....	<b>Please return your form to:</b>  <b>The Director Jersey Arts Centre Phillips Street St Helier Jersey JE2 4SW</b>
Date.....	