



**Yorkshire Wildlife Park**  
**Job Application Form**

Title of post applied for:		Job Ref:	
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*Please refer to the accompanying guidance notes before completing this form. Please write clearly in black ink or type.*

**1. PERSONAL DETAILS (BLOCK CAPITALS PLEASE)**

Surname:		Forename:	
Former surnames if different:		Title:	
Address:		Tel No (home):	
		Tel No (business):	
		Tel No (mobile):	
E-Mail address:			
Nationality:		If you are not a British passport holder or a European Citizen, or you do not have the permanent right to remain in the UK, you will require a work permit.	
Do you need a work permit to be employed in the UK?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If you already have a work permit, when does it expire? (Please note that your current work permit may not be valid for this post.)	
Where did you learn of the post?			

**2. EDUCATION AND PROFESSIONAL QUALIFICATIONS**

(We may ask to see original documents should you be shortlisted to interview stage)

Secondary School / College / University	Examinations taken	Result and Date Obtained



Professional Qualifications currently held: how obtained and grade:

Other relevant Educational or Training Courses:

**3. PRESENT POST**

Title of Post:		Salary/Grade:	
Name of Employer:		Business of Employer:	
Address:		Date Commenced:	
		Date Ended (if applicable):	
Please outline your responsibilities, to whom you are responsible and staff responsible to you (if applicable):			
Reason for leaving or wishing to leave:			
Period of notice required to terminate present employment:			

**4. PREVIOUS EMPLOYMENT**

Name and Address of Employer	Position(s) held	Date Commenced and Date Ended:	Reason for leaving	Final grade/ salary
Description of duties:				



**Previous employment continued:**

Name and Address of Employer	Position(s) held	Date Commenced and Date Ended:	Reason for leaving	Final grade/ salary
Description of duties:				

Name and Address of Employer	Position(s) held	Date Commenced and Date Ended:	Reason for leaving	Final grade/ salary
Description of duties:				

Name and Address of Employer	Position(s) held	Date Commenced and Date Ended:	Reason for leaving	Final grade/ salary
Description of duties:				



**5. RELEVANT SKILLS, ABILITIES, KNOWLEDGE, EXPERIENCE AND YOUR REASONS FOR APPLYING FOR THIS JOB**

You should include here how your skills/ knowledge and experience meet the requirements of the Person Specification.



**6. OTHER INFORMATION**

Outside interests and activities:			
Do you hold a current driving licence?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have access to a car?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Please give dates on which you will NOT be available for interview:			
If selected for interview, do you require any special arrangements to be made on account of a disability?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please give brief details of the effects of your disability on your day-to-day activities, and any other information that you feel would help us to accommodate your needs during your interview and fulfill our obligations under the Equality Act 2010:			

**Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975**

Have you any convictions that are not spent under Rehabilitation of Offenders Act?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please provide further details: (Spent convictions do not have to be declared)	

**7. REFERENCES**

<b>Referee 1</b>		<b>Referee 2</b>	
Title (Mr, Mrs etc):		Title (Mr, Mrs etc):	
Full Name:		Full Name:	
Job Title:		Job Title:	
Organisation:		Organisation:	
Address:		Address:	
Tel No:		Tel No:	
E-mail address:		E-mail address:	
Relationship:		Relationship:	
Please state if we may obtain this reference prior to interview.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Please state if we may obtain this reference prior to interview.	<input type="checkbox"/> Yes <input type="checkbox"/> No



## 8. DECLARATION

I declare that the information given in this application form is true and complete. I understand that if I have given any misleading information on this form or made any omissions, this will be sufficient grounds for terminating my employment.

Should I be successful in my application and the job role secured requires a Disclosure and Barring Service check, I consent to a copy of the DBS check to be kept on my personal file for the duration of my employment.

I understand that the information I have provided for the purposes of my application will be stored either on paper records or a computer system in accordance with General Data Protection Regulations. I understand that this information will be processed solely in connection with recruitment and that all unsuccessful applications will be destroyed six months after the closing date.

**Signature:**.....

**Date:**.....

**Name:**.....



## Yorkshire Wildlife Park Equal Opportunities Monitoring

Yorkshire Wildlife Park wishes to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010 and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.

Yorkshire Wildlife Park appreciates your help and co-operation to meet our equal opportunities aims, however completion of this form is completely voluntary.

The information you provide will stay confidential, be stored securely and its access limited to only HR professionals within the organisation.

Thank you for your assistance.

<b>Gender:</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non-binary If you prefer to use your own term, please specify here.....			
<b>Marital Status:</b>	<input type="checkbox"/> Married <input type="checkbox"/> Divorced	<input type="checkbox"/> Single <input type="checkbox"/> Widowed	<input type="checkbox"/> Separated <input type="checkbox"/> Other	
<b>Age:</b>	<input type="checkbox"/> 16 - 24 years <input type="checkbox"/> 25 - 34 years <input type="checkbox"/> 35 - 44 years		<input type="checkbox"/> 45 - 54 years <input type="checkbox"/> 55 - 64 years <input type="checkbox"/> 65+ years	
<b>Ethnic Origin:</b>	<b>White</b> <input type="checkbox"/> English <input type="checkbox"/> Welsh <input type="checkbox"/> Scottish <input type="checkbox"/> Northern Irish <input type="checkbox"/> Irish <input type="checkbox"/> British <input type="checkbox"/> Gypsy or Irish Traveller	<b>Mixed/ multiple ethnic groups</b> <input type="checkbox"/> White & Black Caribbean <input type="checkbox"/> White & Black African <input type="checkbox"/> White & Asian	<b>Asian/ Asian British</b> <input type="checkbox"/> Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Chinese	<b>Black/ African/ Caribbean/ Black British</b> <input type="checkbox"/> African <input type="checkbox"/> Caribbean
	<b>Any other ethnic group, please state here:</b>			
<b>Disability:</b>	Do you consider yourself to be disabled under the Equality Act 2010? (The Disability Discrimination Act (1995) – still in force under the Equality Act 2010 – defines disability as “ a physical or mental impairment that has a substantial, long-term and adverse effect on a person’s ability to		<input type="checkbox"/> Yes <input type="checkbox"/> No	



	carry out day to day activities.)
If yes, what is the nature of your disability?	
<b>What is your sexual orientation?</b>	<input type="checkbox"/> Heterosexual <input type="checkbox"/> Gay woman/ lesbian <input type="checkbox"/> Gay man <input type="checkbox"/> Bisexual If you prefer to use your own term, please specify here.....
<b>What if your religion or belief?</b>	<input type="checkbox"/> No religion or belief <input type="checkbox"/> Buddhist <input type="checkbox"/> Christian <input type="checkbox"/> Hindu <input type="checkbox"/> Jewish <input type="checkbox"/> Muslim <input type="checkbox"/> Sikh If other religion or belief, please specify here.....

The information you have provided here will be stored either on paper records or a computer system in accordance with the General Data Protection Regulations and will be used solely to monitor the diversity of Yorkshire Wildlife Park's recruitment with regards to Equal Opportunities.