

Confidential

Please return completed application form to:
HR Department, Bath Spa University, Newton Park, Newton St Loe, Bath BA2 9BN.
CVs will not be considered.



Post title: _____ Post reference number: _____

Please tick if you are applying for this post on a job share basis:

Personal Details

Surname: _____ Forename(s): _____

Title: _____

Address: _____

Telephone: Home: _____ Work: _____ Mobile: _____

Email address: _____

In order to comply with UK legislation you may be asked to provide proof of your eligibility to live and work in the UK. Please complete the relevant section of the attached Equal Opportunities Monitoring form in order to confirm that you are eligible.

Secondary Education

Title of qualification	Grade gained	School/college name	From/to
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Further and Higher Education Qualifications

Title or subject	Award (BA,MA, etc)	Classification (1 st /2 nd or merit/distinction)	Institution	From/to	Full or part time
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Relevant training courses attended/completed

Professional qualifications/membership of professional bodies

Lecturing staff only: Research and Publications (Continue on a separate sheet if needed)

Employment history (In chronological order – most recent first. Please leave no gaps unaccounted for.)

1. Employer (present or most recent): _____

Address: _____

Position held: _____

Date started: _____ Leaving date: _____

Current/leaving salary: _____

Nature of duties: _____

Reason for leaving: _____

2. Employer: _____

Address: _____

Position held: _____

Date started: _____ Leaving date: _____

Current/leaving salary: _____

Nature of duties: _____

Reason for leaving: _____

3. Employer: _____

Address: _____

Position held: _____

Date started: _____ Leaving date: _____

Current/leaving salary: _____

Nature of duties: _____

Reason for leaving: _____

4. Employer: _____

Address: _____

Position held: _____

Date started: _____ Leaving date: _____

Current/leaving salary: _____

Nature of duties: _____

Reason for leaving: _____

References

Please name two people, one of whom should be your present or most recent employer.

Name: _____ Name: _____

Occupation: _____ Occupation: _____

Address: _____ Address: _____

Telephone: _____ Telephone: _____

Email: _____ Email: _____

In what capacity does the referee know you? _____

We will contact your referees if you are offered a position.

Post title: _____ Post reference number: _____

Surname: _____

Forenames: _____

By ticking this box you confirm that you are eligible to live and work in the UK:

For further information about living and working in the UK, including sponsorship, registration schemes and visas please visit the UK Border Agency website <http://www.bia.homeoffice.gov.uk>

Personal Details – Equality Monitoring

Bath Spa University values diversity and equality. We aim to have a workforce that reflects our community so that we can make sure we provide a sensitive, appropriate and accessible service. Any member of the BSU community should not receive less favourable treatment on the grounds of sex, marital status, pregnancy and maternity, gender reassignment, race, colour, nationality, ethnic origin, disability, religion or belief, political belief, sexual orientation, membership of a trade union, part-time working or age. We are committed to the promotion of equality and the elimination of unlawful discrimination and harassment. BSU believes in the benefits of diverse representation resulting in robust decisions and an inclusive environment. In order to help achieve this we ask that you complete the equality and diversity form below. If you choose to provide information, it will be held confidentially and securely, any reporting and monitoring will be anonymous.

To help us check that we are achieving our aims, please complete as much as you feel you can:

I am: Male: Female: Prefer not to say:

My date of birth is: ____/____/____

I am: Divorced: Married/Civil Partner: Living with Partner:
 Single: Widowed: Prefer not to say:

My nationality is: _____

I am:

Asian or Asian British	Black or Black British	White
Indian <input type="checkbox"/>	Caribbean <input type="checkbox"/>	British <input type="checkbox"/>
Pakistani <input type="checkbox"/>	African <input type="checkbox"/>	Irish <input type="checkbox"/>
Bangladeshi <input type="checkbox"/>	Other Black background <input type="checkbox"/>	Other <input type="checkbox"/>
Other Asian background <input type="checkbox"/>		
Dual Heritage	Chinese or other ethnic group	
White and Black Caribbean <input type="checkbox"/>	Chinese <input type="checkbox"/>	
White and Black African <input type="checkbox"/>		
White and Asian <input type="checkbox"/>	Other ethnic group, please state: _____	
Other Dual Heritage background <input type="checkbox"/>		
Prefer not to say <input type="checkbox"/>		

I am: Bisexual: Heterosexual:
 Homosexual: Prefer not to say:

I am: Buddhist Sikh
 Christian Other belief, please specify: _____
 Hindu No Religion/Belief
 Jewish Prefer not to say
 Muslim

Disabled People

The Equality Act 2010 says that someone is a disabled person if they have a 'physical or mental impairment, which has a substantial and long term adverse effect on their ability to carry out normal day to day activities'.

I consider that I am a disabled person as defined in the Equality Act:

Yes: No: Prefer not to say:

Please tell us how we can remove any barriers for your role. You are the best person to know what you need, so please let us know if, for example, you might need a disabled person's car parking space, a British Sign Language interpreter or an induction loop.

Thank you for helping us to continue to develop and promote equality and diversity at Bath Spa University. If you have any questions or would like further information on Equality and Diversity at the University please see our website for further information at <http://www.bathspa.ac.uk/services/hr/for-staff/equality-and-diversity/default.asp>

Employing people with a criminal record

Criminal records are only taken into account when the conviction is relevant. Do not disclose convictions which are 'spent' under the Rehabilitation of Offenders Act 1974. An unspent conviction will not necessarily bar you from employment as this will depend on the circumstances and background to your offence(s).

Do you have any unspent criminal convictions?: Yes: No:

If yes, please give details:

Nature of offence(s): _____

Date of conviction(s): _____

Penalty:

Where did you first hear about/see this vacancy? (please tick)

Press

Guardian

Times Higher

Times Education

Bristol Evening Post

Bath Chronicle

Search Engine

Google

Yahoo

Bing

Ask

Other (please state): _____

Online

Bath Spa University website

www.guardian.co.uk/jobs

www.thesjobs.co.uk

www.tesjobs.co.uk

www.thisisbath.co.uk

www.thisisbristol.co.uk

www.jobs.ac.uk

Careers Services

Job Centre

Connexions