## Logo, company name Description automatically generated

## February 2022

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| **Application Form** | | | | |
| **Post applying for:** Science Oxford Centre Officer (part-time/full-time – delete as appropriate) | | | | |
| **Your details:** | | | | |
| **Surname:** | | **First Name(s):** | | |
| **Address:** | | | | |
| **Telephone:** | | | | |
| **Email:** | | | | |
| **Education and Training**  **Please give details:** | | | | |
| **Qualifications**  **Please give details:** | | | | |
| **Employment History**  **Current or most recent employer** | | | | |
| **Name of employer:** | | | | |
| **Full Address:** | | | | |
| **Job title:** | **Salary:** | | |
| **Length of time with employer:** | **Reason for leaving:** | | |
| **Responsibilities:** | | | |
| **Previous Employers**  Please tell us about other jobs you have done and the skills you used or learned. | | | |
| **Motivation**  Please tell us why you applied for this job. | | | |
| **Skills**  Please explain – using examples from your own experiences – in what way you meet the person requirements of the post you are applying for. You might have gained such experiences through volunteering, engagement in specific projects, or employment. | | | |
| **Interview arrangements and availability**  **If you have a disability, please tell us if there are any reasonable adjustments which we can make to help you in your application or with our recruitment process.**  **Are there any dates when you will not be available for interview?**  *(The interview date for this position is Friday 1st July 2022)*  **When can you start working for us?**  *(Please add your notice period for any current employment here)* | | |
| **Right to Work in the UK**  **Do you have the right to work in the UK? 🞏 Yes 🞏 No**  **Which of the following documents can you provide to prove right to work in the UK?**  🞏 Valid passport or  🞏 UK (Channel Islands, Isle of Man) birth certificate AND   official letter or document from a government agency  🞏 biometric residence permit number  🞏 biometric residence card number | | |
| **References**  **Please give the names and contact details of 2 people who we can ask to give you a reference. We may ask them before an employment offer is made. We will not ask your current employer until we get your permission.** | | |
| **Referee 1 (preferably from your current or most recent employer)** | | |
| **Referee 2** | | |
| **Do you hold a valid Driving License?** | | |
| **Please indicate how you learnt about this job opportunity**  **(e.g. website, advert in local media, word-of-mouth)** | | |
| **Signature** | | |
| **Print name:** | | |
| **Date:** | | |

**Please submit the application form and self-disclosure form to jobs@scienceoxford.com. Covering letters are optional but CVs will not be considered.**

**For any questions you might have, please contact jobs@scienceoxford.com**

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