**APPLICATION FORM**Email Address:
Title:
Forename(s):
Surname:
Contact Telephone Number:
Address Details:

 **EDUCATION HISTORY**

Please list your Education History

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date Qualification Obtained** | **Place of Learning** | **Qualification Level** | **Subject Area** | **Qualification/Achievement/Grade** |
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**Professional Memberships**Please include all Professional Memberships in the table below:

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| --- | --- | --- | --- | --- |
| **Membership Name** | **Membership Level** | **Membership Number** | **Start Date** | **Expiry Date** |
|  |  |  |  |  |
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**Current/Most Recent Employment**Company Name:
Job Title:
Salary:
Start Date:
End Date (if applicable):

**Supporting Statement, Relevant Work Experience and Achievements**This is an essential section of your application, which we use for shortlisting candidates. The information you provide here is vital for us to see how your skills, experience and achievements measure up to the requirements of the role.

 **Supporting Statement**Please tell us why you feel you are a strong candidate for this role – outlining how your skills and personal attributes match up to the role’s requirements. (We suggest you have the job description handy while you write this.) The limit is 4000 characters, which is around 750 words. **Relevant Work Experience and Responsibilities**Please tell us how your work experience or past responsibilities match up to the requirements of this role. (Again, we suggest you keep the job description and essential criteria handy while you write this.) The limit is 4000 characters, which is around 750 words.

**Relevant Achievements**

Tell us about how your career achievements are relevant to the role. The limit is 4000 characters, which is around 750 words.

**SUPPORTING DOCUMENTATION & DECLARATION**
**Documentation**

Please feel free to attach any relevant supporting documents (including a CV) for your application to your application email.

**EQUAL OPPORTUNITIES**

The details you add here will only ever be used to help us monitor Equality and Diversity, and not as any part of our selection process.

We are part of the "Disability Confident" scheme - please click the following link if [you require any reasonable adjustments](https://www.gov.uk/recruitment-disabled-people/reasonable-adjustments).

Gender:
Ethnic Origin:
Marital Status:
Nationality:
Religion:
Disability:
Disability Description:

Should we consider your application under the Disability Confident Scheme?:

Do you require any reasonable adjustments for attending an interview?:

**CRIMINAL CONVICTIONS, RIGHT TO WORK, DECLARATION AND THANK YOU**

By law, **you must tell us** about any unspent criminal convictions, together with any spent convictions from the following [**Disclosure Scotland list**](https://www.mygov.scot/disclosure-types/?via=http://www.disclosurescotland.co.uk/news/documents/UKSCOffencesthatwillalwaysbedisclosedv1website10September2015.pdf):

Do you have any unspent criminal convictions?
If "Yes" please provide the date/s, offence/s and sentence/s details:

Do you have a spent criminal convictions that you must declare?
If "Yes please provide the date/s, offence/s and sentence/s details:

**Right to Work Eligibility**

Do you currently have permission to work in the UK?

Do you require a certificate of sponsorship to work in the UK?

**Declaration**

I certify that all the information on this form is true and current to the best of my knowledge. I understand that the giving of false or misleading statements or withholding materials or information may result in my removal from the recruitment process; and/or disciplinary action including dismissal should I be appointed.

The information on this form may be put onto a computer and under the terms and conditions of the DATA PROTECTION ACT 1998 will be treated in a secure and confidential manner.

I have read and agreed with this statement.

Signed:
Date:

**Thank You**

Thanks for applying to join Edinburgh Napier University - good luck.

If you'd like to hear about our other opportunities (in case this one isn't right for you), please click the box below and we'll keep you up to date with our latest job alerts.

Please send this application, along with any of your supporting documentation to recruitment@napier.ac.uk. Please ensure that the subject line of your email clearly states the Job Title and Reference Number of the role you are applying for.

Please contact us on 0131 455 5600 if you have any questions.