



Application Form

Office
use:

Position applied for:

Department:

Deadline for application:

Please return this application to:

Rob Norman,
Personnel Manager,
Shakespeare's Globe,
21 New Globe Walk,
Bankside,
London, SE1 9DT

Please complete each section and answer all questions as fully as possible.
Where a yes/no answer is required please enter a tick in the box.

Personal Details

Surname	Other names	Title (optional)
Address	Telephone Numbers which may be used to contact you 1 2	

Education/Qualifications/Training

Starting with the most recent, please give details of you further and secondary education since the age of eleven.

Name of School	Dates		Qualifications gained with grade
	From	To	

Starting with the most recent, please give details of any relevant training that you gained

Training	Dates		Qualifications gained, if any
	From	To	

Employment History

Please give details of your employment history, starting with your most recent position. If you have no employment records include details of other work (e.g. voluntary work).

Please continue on a separate sheet if necessary

Employer	From	To	Position and Key Responsibilities	Reason for leaving

Have you worked for Shakespeare's Globe before?

If yes, please state dates and departments in which you have worked:

If you have answered yes to this question, the department may be consulted about your employment record.

Interests and activities

Please give a brief outline of your interests, hobbies and leisure activities

Additional Information

Please give details of any other information which might be relevant to this application (e.g.: reasons for applying). Continue on a separate sheet if necessary.

Right to work

Please write **yes** or **no** to the following questions. If your answer is **yes**, please provide further details in the space below

With reference to the New Workers Registration Scheme, are you aware of any reason why you would not be able to work in the United Kingdom?

Do you require a work permit or permission to work in the United Kingdom?
If yes, do you have original valid documents? Yes No

Are you subject to any conditions relating to your employment in the United Kingdom?

If applicable, please confirm expiry dates of documents:

Please list any convictions relevant to this post which are not 'spent' under the Rehabilitation of Offenders Act:

Please note that any short-listed candidates may be CRB checked

Please note here the number of additional sheets used in support of this application to be included with your returned form _____

Referees

Please give details of two referees, one of whom must be your present or most recent employer or course tutor if you are currently a student. Both should know your work (paid or unpaid). Both should normally be work related references and include your present employment.

Referees should not include relatives or purely personal friends.

Name	Name
Position	Position
Address	Address

Telephone Number	Telephone Number
Email Address	Email Address
In what context does this referee know you?	In what context does this referee know you?
Do we have permission to contact this referee before any offer is made?	Do we have permission to contact this referee before any offer is made?

The information given will be processed for employment selection and statistical purposes and will be retained for successful candidates.

I confirm that the information I have given in this application for employment, including any supporting documents, is accurate and complete and that it may form the basis of a contract of employment with The Shakespeare Globe Trust. I understand that failure to disclose any relevant information or the provision of false information will nullify any subsequent contract of employment.

Signature:

Date:

The Shakespeare Globe Trust, a limited company registered in England and Wales
No. 1152238 and a registered charity no. 266916

Equal Opportunities Monitoring Form

Shakespeare's Globe is an Equal Opportunities employer and is committed to treating all job applications on their merits. The information provided here will not be used in considering your application but will be collected centrally to check that the Globe is treating all applicants on the basis of their ability to carry out the duties of the post irrespective of gender, race, disability or age. Please tick the boxes below. The information will be separated from the application form and will not be given to the selection panel.

Title of post:

For office use

Gender

Tick the appropriate box to indicate your gender

- Female
 Male

Ethnic Origin

- African Oriental
 Arabic UK/European
 Asian Other European
 Caribbean Other -----
 Latin

Disability

Do you regard yourself as in any way disabled?

- Yes
 No

Advertising

Where did you first learn about this vacancy?

Age

In what year were you born?
