# Fabian Society Logo_CMYK

# **Fabian Society - recruitment application form**

# *Please complete this form as a word document and submit it electronically to* [*recruitment@fabians.org.uk*](mailto:recruitment@fabians.org.uk)*. Type your responses into the boxes, which you may expand if you need more space.*

*The Fabian Society wants to support equality and diversity in all its employment practices. This includes not discriminating under the Equality Act 2010 and building an accurate picture of the make-up of our recruitment applicants and our workforce. The society needs your help and co-operation to enable us to profile our job applicants, and we would be grateful if you could do so by filling in* [*this anonymous equality and diversity monitoring form.*](https://www.surveymonkey.co.uk/r/L2966HN)

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| --- | --- | --- |
| Position applied for: | | |
| Mr/Ms/other: | First name: | Last name: |
| Address: | | |
| Postcode: | | |
| Telephone: | | |
| Email: | | |

# **Present or most recent employer**

|  |  |
| --- | --- |
| Name of employer: | |
| Job title: | |
| Summarise your principal duties: | |
| Current pay: | |
| Date employed from: | Date employed to: |
| Reason for leaving (if applicable): | |

# **Other relevant experience**

|  |
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| **Other previous employment** (provide more detailed information about recent or particularly relevant jobs): |
| **Education, training and qualifications** |
| **Any other relevant experience** (eg volunteering, political or public life, relevant personal experience) |

**Your suitability for the position**

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| **Why do you want this job and why do you want to work for the Fabian Society?** We suggest you write no more than 200 words. |
| **Describe how you meet the Person Specification for the job.** This is the most important question. Tell us how you meet most or all of the criteria listed in the person specification. We suggest you write no more than 600 words and order your answer in line with the bullet points in the Person Specification. |

**Requirements during the recruitment process**

*The information provided here will not be used during the shortlisting or selection process*

Do you consider yourself to have a disability? Yes  No

If you have a disability, please tell us if there are any ‘reasonable adjustments’ we can make to assist you in your application or with our recruitment process

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Are you permitted to work in the UK without applying for a work permit? Yes  No

Do you have any ‘unspent’ criminal convictions or cautions under the Rehabilitation of Offenders Act 1974? Yes  No

Please tell us if there are any dates when you will not be available for interview

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**Referees**

Please provide the names and contact details of two referees one of whom should be your present or most recent employer (if applicable). Please indicate if we can approach them now or only with your permission.

**Confirmation**

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

I confirm that I am happy for the Fabian Society to contact me using the contact information I have provided and to process the personal data I have supplied, including any sensitive data, in the ways set out in the society’s privacy policy ([www.fabians.org.uk/privacy](http://www.fabians.org.uk/privacy)) and in compliance with data protection law.

|  |  |
| --- | --- |
| Signature or electronic equivalent: | |
| Full name: | Date: |