

POSITION APPLIED FORFor office use only
Date received**IN CONFIDENCE**

You should complete the shaded areas of this form and return it to the Personnel Section, Apartado de Correos, 321, 38780, Santa Cruz de La Palma, Canary Islands, Spain by the closing date. You may submit a CV with your application, but you must complete the application form.

PLEASE USE BLACK INK AS THIS FORM MAY BE PHOTOCOPIED

PERSONAL DETAILS (Block capitals please)

| | | |
|---|--|---------------|
| Surname: | Forenames (in full): | Title: |
| Other names by which you have been known | | |
| Permanent address | Address for correspondence (if different) | |
| Postcode | Postcode | |
| Telephone | Telephone | |
| Present Nationality | | |
| Would you require a work permit? | YES/NO | |

AVAILABILITY AND INTERVIEW ARRANGEMENTS

| |
|---|
| Dates when NOT available for interview We cannot undertake to avoid these |
| When could you take up duty if appointed? |
| Are you a registered disabled person? YES/NO If so please give details of your disability and any special arrangements you may require at interview |

PREVIOUS APPLICATIONS

| | | |
|--|------------------------------|--|
| Give below details of any applications you have made to PPARC during the last six months. | | |
| Position applied for | Date of application | |
| | Result of application | |

ADVERTISING AND PUBLICITY

| |
|--|
| From which specific publication or other source did you learn of the present Post(s)? |
|--|

SCHOOLS ATTENDED

| | | |
|--------------|-----------------------------------|--|
| Dates | Name and address of school | Educational certificates gained (specify level) |
|--------------|-----------------------------------|--|

| From | To | | and subjects with grade or mark band and year obtained) |
|-------------|-----------|--|--|
| | | | ‘O’ levels or equivalent |
| | | | ‘A’ levels or equivalent |

FURTHER EDUCATION

| Dates | | University (college or other) | Subjects in final examination | Subject and title of degree with class and division | Date awarded/expected |
|--------------|-----------|--|--|--|--|
| From | To | | | | |
| | | | | | |

PROFESSIONAL QUALIFICATIONS

Give details of your membership of any professional body, examinations taken and your performance in them.

OTHER KNOWLEDGE AND EXPERIENCE

Give details of any knowledge or experience you have which you consider relevant to your application.

Mention any scholarship, awards or positions of responsibility held and any academic or non-academic distinctions gained.

Give details, with dates of any published work.

CAREER HISTORY

| Please give details of your previous posts starting with the earliest | | | |
|--|--|---|--|
| Dates (month/year) From To | | Name and address of employer (block letters) | Give details of the position held and the nature of the work if relevant to this application, and reasons for leaving |
| | | | |
| Present post from (month/year) | | | |
| Present salary | | | |

REASONS FOR APPLYING FOR THIS POSITION

| |
|---|
| Please say why you are interested in the appointment and indicate the relevance of your qualifications and experience to the job |
|---|

ADDITIONAL INFORMATION

Please provide any relevant information not covered elsewhere on this form including personal hobbies, interests, participation in sports etc.

REFERENCES

Give details of two referees whom we can approach now. Referees should be people who can comment on the applicant's experience and competence for the post.

Name

Name

Address

Address

Postcode

Postcode

Personnel Manager or other representative of your employer to whom we may refer now or later

Name

Position held

Address

May we obtain the reference now?

YES/NO

Postcode

YOU MUST SIGN AND DATE THIS FORM

Note: We must interpret strictly and impartially the prescribed conditions regarding age, nationality and qualifications, but it is not possible to investigate the eligibility of every candidate before interview. You should, therefore, satisfy yourself that are eligible before you apply. If you are successful at interview a complete enquiry into your eligibility will be made. If you are uncertain about any aspect of your eligibility please consult us.

I declare that the information I have given is, to the best of my knowledge and belief, true and complete.

Signature-----

Date-----

If you give any information which you know is false, or you withhold any relevant information, this may lead to your application being rejected or, if you have already been appointed, to your dismissal.

THANK YOU FOR COMPLETING AND RETURNING THIS FORM

EQUALITY OF OPPORTUNITY MONITORING QUESTIONNAIRE

It is the policy of the Particle Physics and Astronomy Research Council that employment and advancement will be judged solely on the basis of the individual's ability, qualifications and suitability for the available work. Accordingly, it observes its legal obligations to ensure that discrimination on the grounds of disability, race, ethnic origin, religion, gender, sexual orientation, marital status or age involvement in a trade union or criminal convictions which are "spent", is unacceptable.

Statutory codes of practice issued by the Equal Opportunities Commission and the Commission for Racial Equality recommend that employers monitor their recruitment and employment practices to ensure that their policies are working effectively. We therefore ask all candidates for employment to complete this questionnaire.

The answers are treated in strict confidence and the information will be used to monitor the effectiveness of our policy at the recruitment stage. It will not be used for any other purpose. The questionnaire will be kept separate from the application form and will not be available to interviewers on any recruitment panel.

Thank you for your co-operation

ING Personnel

Name:

Position applied for:

Gender

Male : ____

Female: ____

Date of Birth:

Nationality:

Ethnic Origin Declaration

Please indicate below the particular ethnic group of which you consider your self to be a member:

1. I am White _____

2. I am Asian

- of Indian origin _____

- of Pakistani origin _____

- of Bangladeshi origin _____

- of East African origin _____

- of Chinese origin _____

- of other origin (please describe) _____

1. I am Black

- of Caribbean origin _____

- of African origin _____

- of other origin (please describe) _____

4. I belong to some other group or groups (please describe)

Disability Declaration

1. Do you consider you have a disability Yes: ____ No: ____

If yes,

2. Please describe the nature of your disability.

3. Please specify any help or facilities you would like us to provide if you are invited to attend for interview.

4. Please outline any adjustments to the workplace you may need to assist you to work more effectively.