



Application for Employment

Please complete all the sections and return to this address:
 15-17 Church Chambers, 11/12 Church Lane, London E11 1HG
 Email: info@leytoncollege.co.uk <http://www.leytoncollege.co.uk>
 Tel: +44 (0) 208 9880 368 Fax: +44 (0) 870 705 9839

1. Personal Details:

Title (Mr/Miss/Ms/Mrs)		First Name	
Middle Name		Surname	
Date of Birth (DD/MM/YYYY)		Gender (Male/Female)	
Nationality		Country of Birth	
Marital status		NI number	
Passport No		Country of permanent residence	
Passport Issue Date		Passport Expiry Date	
Visa Issue Date		Visa Expiry Date	

2. Address:

Correspondence Address:	Permanent Address:
Town:	Town:
Postcode:	Postcode:
Telephone (Home):	Telephone (Work):
Email id:	

3. I am interested in Full time Part time Temporary Seasonal/Summer

4. Position applied for: _____

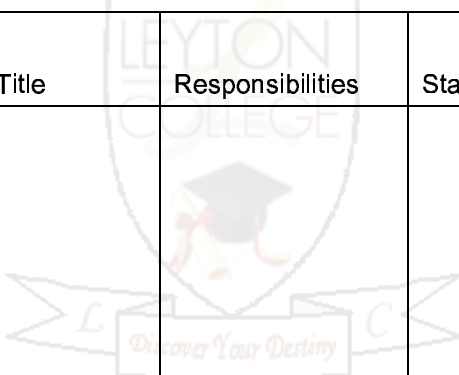
Please indicate the reasons why you are eligible for the position applied:

5. Educational Qualifications:

School name & Address	Course of Study	Start & end dates	Degree Achieved

6. Work Experience:

Name & Address of the Employer	Job Title	Responsibilities	Start and End dates	Reason for Leaving

The logo for Leyton College is a watermark in the background of the table. It features a shield with a graduation cap (mortarboard) in the center. Above the shield, the words 'LEYTON COLLEGE' are written in a serif font. Below the shield is a banner with the motto 'Discover Your Destiny'. The letters 'L' and 'C' are on either side of the banner.

7. Additional Skills (Please enter any additional information about yourself and your requirements):

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8. Ethnic Background:

- | | |
|--|---|
| <input type="checkbox"/> White | <input type="checkbox"/> Black: Of Caribbean Origin |
| <input type="checkbox"/> Asian: Of Indian Origin | <input type="checkbox"/> Black: Of African Origin |
| <input type="checkbox"/> Asian: Of Pakistani Origin | <input type="checkbox"/> Mixed: White and Black Caribbean |
| <input type="checkbox"/> Asian: Of Bangladeshi Origin | <input type="checkbox"/> Mixed: White and Black African |
| <input type="checkbox"/> Asian: Of East African Origin | <input type="checkbox"/> Mixed: White and Asian |
| <input type="checkbox"/> Asian: Of Chinese Origin | <input type="checkbox"/> Any other group, Please specify: |
| <input type="checkbox"/> Asian: Of Other Origin | |

9. Disability:

Do you believe that you have any disability that may be covered by the Disability Discrimination Act?

Yes No

If yes, what is your impairment? (Please mark those that apply)

- | | |
|---|---|
| <input type="checkbox"/> Mobility/Wheelchair user | <input type="checkbox"/> Blind/Partially sighted |
| <input type="checkbox"/> Deaf/Hearing Impairment | <input type="checkbox"/> Autism/Mental Health/Learning Difficulty |
| <input type="checkbox"/> Unseen Impairment e.g. Disease/epilepsy | <input type="checkbox"/> Dyslexia/Other impairment (Please specify) |
| <input type="checkbox"/> Speech | <input type="checkbox"/> Memory/Concentration |
| <input type="checkbox"/> Physical co-ordination | <input type="checkbox"/> Continence |
| <input type="checkbox"/> Ability to lift, carry or move every day objects | <input type="checkbox"/> Perception of risk of physical danger |

10. Do you need work permit to work in UK: Yes No

11. Details of the Person Next of Kin:

Name and Address of Person	Relation	Contact Number

12. Emergency Contact Details:

Name and Address of Person	Relation	Contact Number

13. How did you learn of Leyton College?

- Website Friends Previous Employment Local library
 Seminar Referral British Council Other

14. References:

(Please give the full Name and Address of two referees)

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By signing and returning this application form you consent to Leyton College using and keeping information about you provided by you – or third parties such as referees – relating to your application or future employment. This information will be used solely in the recruitment process. The information relating to ethnic monitoring and disability will be used solely for internal monitoring and will not be disclosed to any third party. It will also form the basis of the confidential personnel record of the successful candidate. In the case of unsuccessful candidates the Application Form will be destroyed after six months.

I hereby declare that to the best of my knowledge, all the information given by me is correct, and that I possess all the qualifications I have listed on this form. I confirm that I do not object to the information collected on this form being transferred onto computer for the purpose of anonymous statistical reporting, in accordance with statutory requirements, and to assist Leyton College in equal opportunities monitoring in respect of job applications. I agree that Leyton College has the right to validate any of the information provided.

I understand that any false statements could result in my dismissal if appointed.

I confirm that I am legally eligible to work in the United Kingdom.

I certify that all information given on this application is true, correct and complete to the best of my knowledge.

Sign: _____

Date: _____

Complete the Application form and please return to the below Address