**Application for Casual Work**

Post Ref. Number: Post Title:

Hourly Paid Instrumental/Vocal Teacher

**Discipline:**

(ie brass/woodwind etc)

**Personal Details**

Surname: Email Address:

#

Forename(s)/First Name National Insurance Number:

Address:

 Under the requirements of the Asylum & Immigration Act

Are you currently eligible to work in the UK?

Yes No

Postcode

Telephone: (please tick preferred contact details)

Mobile: Work: Home:

Please tell us if there are any dates when you will not

be available for interview:

If the post includes driving, are you licensed to drive the appropriate vehicle?: Yes No

If you hold an LGV licence, please state the current classes of licence you hold:

How did you find out about this casual vacancy?:

**Present Employment**

Please tell us about your present employment or last job if you are currently unemployed.

Job Title: Date Employment Started: Date Employment Ended:

 (if applicable)

Employer: Reason for Leaving: (If applicable)

Employers Address: Wage/Salary: Notice Required:(if applicable)

Postcode

Please describe in brief your duties and responsibilities (and key achievements where relevant)

**Recent Employment History**

Please tell us about **ALL** your employment history (paid and unpaid, voluntary).

Employers Name & Position Held F/T or Salary/ Date Date Reason for

Address P/T Hrs Wage From To Leaving

Have you had any breaks in your employment? Yes No

If ‘Yes’, please explain any gaps in your employment history

**Education and Qualifications**

Please provide details of your education and qualifications including those acquired through secondary school, further education, higher education, vocational studies.

 Results/ How Obtained

Education and Qualification Details Grades Where Obtained (Full Time/Part Date Date

 Obtained Time) From To

**Professional Qualifications**

If qualifications are essential to the appointment then you will be required to produce copies at interview.

 Current

Qualification/Professional Body Level Date Renewal Membership Registration

 Attained Date Status Number

**Training and Development**

Please list all relevant training courses undertaken including practical, in-house, commercial and special training courses. Include any apprenticeships, training schemes, evening classes and adult education.

 Results/ How Obtained

Course and Training Details Grades Where Obtained (Full Time/Part Date Date

 Obtained Time/Residential) From To

**Essential Shortlisting Criteria**

Note Bradford Council shortlists on the basis of the experience, special knowledge and qualifications youhave which are relevant to the post being applied for.

Where this is a customer facing post and the advert and job profile outlines that the candidate will be required to be
fluent in English then you need to ensure that you provide evidence under both special knowledge and relevant
experience sections of how you have previously spoken fluently to members of the public. The interview panel will
be shortlisting candidates on this criteria for this post so if you do not provide evidence they will not be able to identify in
your application that you are able to speak fluently in a customer facing role.

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| --- |
| **Relevant Experience / Special Knowledge Requirements**: Please outline the experience / special knowledge you have gained from previous work which is relevant to this post, on an unpaid/paid/voluntary/work experience basis. Please provide any relevant life skills which could be transferred into this job. Essential shortlisting criteria |
|  |

**References**

Please supply reference details:

|  |  |
| --- | --- |
| **Referee 1** Name:  Job Title: Company Address: PostcodeRelationship: (e.g. Line manager) Telephone Number: (inc STD code) Mobile Number: Email Address: Can we contact this referee before your interview? Referee 1: Yes No  | **Referee 2** Name:  Job Title: Company  Address: PostcodeRelationship: (e.g. Line manager) Telephone Number: (inc STD code) Mobile Number: Email Address: Can we contact this referee before your interview? Referee 2: Yes No  |

**Other Information**

Any canvassing will disqualify candidates

A candidate for any appointment with the Council must state below any known relationship to a Councillor or Senior
Officer of the Council when making an application. A candidate failing to disclose such a relationship or seeking to
improperly influence the recruitment and selection process shall be disqualified from appointment, or if appointed,
shall be liable to dismissal without notice

Are you related to any Councillor?: Yes No

Are you related to a Senior Officer?:Yes No

**Job Sharing**

**All posts are open for Job Sharing. Please tell us whether you are applying for a full time post, willing to Job Share, or whether you would consider either:**

If this post is full time and has been advertised as being suitable for Job Sharing, please tell us whether you are applying for a full time post, willing to Job Share, or whether you would consider either:

Full Time Job Share Either

**Equal Rights** As an equal rights employer the Council seeks a workforce which reflects the community it serves and is committed to providing equality of access to employment and development opportunities for people from all parts of the community. All applications will be considered on merit. To ensure this policy is carried out effectively we ask all applicants to provide both the information requested in the section for the use of the recruitment panel as well as the separate equality monitoring section which is used for monitoring purposes only. Both sections must be completed.

**Disability and Reasonable Adjustment**

**Disability**

The Council is committed to a fair and equitable process and to ensure that no one is disadvantaged within the selection process. We need to be aware of any disability and any adjustments which need to be made in accordance with the Equality Act 2010 in relation to Disability Provision.

The Disability Discrimination Act (1995), defines a person as having a disability if he/she has a physical or mental impairment which has a substantial and long term adverse effect on his/her ability to carry out normal day to day activities

Do you consider yourself to have a disability as defined above? Yes No

Are there any arrangements you would like the Council to make if you are interviewed? Yes No

**Declaration:**

I am aware that emails from the council may be filtered automatically by my email system into a 'junk' mail folder and I have made the necessary changes to my settings to correct this or agree to check this folder for correspondence.

I understand that public funds must be protected and so the information I have provided on this form may be used to prevent and detect fraud. The information on this form may be used by the Council for checking to other records held by the Council and may also be shared, for the same purposes, with other organisations which handle public funds. I confirm, that to the best of my knowledge, the information provided on this form is correct and gives a true representation of my qualifications and employment history and agree that this information can be used for monitoring purposes and my consent is conditional upon the Council complying with their obligations under the Data Protection Act 1998.

Signed: Date:

X

X

Please print your name:

**Equality Monitoring:**

As an equal rights employer, the council seeks a workforce which reflects the community it serves. To ensure
that this policy is carried out effectively, we ask all applicants to provide information as requested on this
page. Please note it will be used only for administrative and monitoring purposes and will be confidential and
not used to discriminate against any individual applicant.

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| --- | --- |
| Are you a current employee of Bradford Council?: |  |
| If Yes, please state your current post title: |  |
| Date of Birth: |  |
| Age: |  |
| What is your gender identity? |  |
| Is your gender identity the same as the genderyou were originally assigned at birth?: |  |
| Do you consider yourself to have a disability?: |  |
| Which of the following options best describes your sexual orientation?: |  |
| Which of the following options best describes your religion or belief?: |  |
| Which of the following options best describes your race, ethnic or cultural origin?: |  |
| Are you currently serving or have you ever servedin Her Majesty’s Armed Forces?: |  |