ClearVision Project Job application form: role of Library Administrator

## Your details

Name:

Address:

Postcode:

Phone:

Email:

## Education and training history

Please give details:

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## Qualifications

Please give details:

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## Employment history

### Your current or most recent employer

Name of employer:

Address:

Postcode:

Job title:

Pay:

Start date: Length of time with employer:

Reason for leaving:

Duties:

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### Previous employers

Please tell us about other jobs you have done and about the skills you used or learned in those jobs.

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## Supporting statement

Please tell us why you applied for this job and why you think you are the best person for the job.

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## Interview arrangements and availability

When inviting you for interview, we will ask whether you require any Reasonable Adjustments made due to a disability. If you require any adjustments made to help you to apply for this position, please contact ClearVision.

Are there any dates in early November 2021 when you will not be available for interview?

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When could you start working for us?

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## Right to work in the UK

Do you need a work permit to work in the UK? Yes / No

## References

Please give the names and contact details of 2 people who we can ask to give you a reference. One should ideally be able to comment on your work performance, if you have a previous employer/s. We may contact your referees before an employment offer is made. We will not ask your current employer until we get your permission.

### Referee 1

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### Referee 2

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## Declaration

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.

Name:

Signature:

Date: