



# The Worshipful Company of Basketmakers

## Application for Employment as Clerk

Please complete all sections of this form.  
Completed forms are to be returned to the  
Chairman of the Nominations & Appointments Committee  
by email only by Friday 26<sup>th</sup> November 2021  
to [basketmakersrecruitment@gmail.com](mailto:basketmakersrecruitment@gmail.com)

### PERSONAL DETAILS

Title		Forename(s) (in full)	
Preferred Pronoun		Surname	
Home Address		Contact Details	
		Home Tel No	
		Mobile No	
		Email	

### CURRENT / RECENT EMPLOYMENT

Date from (mm/yy)	Date to (mm/yy) if applicable	Name & address of employer	Job Title Description of work & reason for leaving (if applicable)

### PREVIOUS EMPLOYMENT HISTORY

Please provide details of ALL previous employment (if necessary please continue on a separate sheet).

Date from (mm/yy)	Date to (mm/yy)	Name & address of employer	Job Title Description of work & reason for leaving

### EDUCATION & QUALIFICATIONS

Name of School, College, University, Professional Body	Date	Qualification/Grade

## EMPLOYMENT REFERENCES

The Worshipful Company of Basketmakers requires two employment references from all candidates. These references must be from your two most recent employers. Neither referee should be a relative or someone known to the applicant solely as a friend. Please provide details of the individual we should contact. If you are unable to give two employment references then please provide the name of two individuals who can provide an independent character reference.

### REFERENCE 1 (must be most recent employer if the referee is an employment one)

Name		Can we contact prior to interview?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Job Title		Telephone No.	
Company		Email	
Address		Relationship to you	

### REFERENCE 2

Name		Can we contact prior to interview?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Job Title		Telephone No.	
Company		Email	
Address		Relationship to you	

### AVAILABILITY

When would you be available to start?

### LEGAL ABILITY TO WORK IN THE UK

I confirm that I am legally able to live and work in the UK

Yes

No

National Insurance Number

**REASON FOR APPLICATION**

Please provide further information regarding the reason for applying for this position (please continue on an additional sheet if required. That sheet should not exceed 300 words. Please do not send any other documents at this stage)

**DECLARATION**

Please read, sign & date

I hereby declare that I have completed this application truthfully and understand that I will be liable to disqualification from this selection process or dismissal if appointed should ANY of the information be found to be false.

NOTE: The Worshipful Company of Basketmakers complies with the provisions of the Data Protection Act 1998, which defined personal information relating to ethnic/racial/national origins as sensitive data.

By signing this form you give your consent for The Worshipful Company of Basketmakers to process sensitive and other personal data for the purposes of recruitment and selection. By the completion and return of this form electronically it will be deemed that you agree to the declaration.

**Signature**

**Date**