****

Candidate number

(Office use only)

**OAE APPLICATION FORM**

Please send your completed application form to [recruitment@oae.co.uk](mailto:recruitment@oae.co.uk)

If you would rather post your application, please send it to: Edward Shaw, Orchestra of the Age of Enlightenment, Acland Burghley School, 93 Burghley Road, London NW5 1UH

The information you provide is for internal recruitment purposes and will not be shared outside the OAE without your consent.

Details of application deadlines and interview dates can be found at [www.oae.co.uk/jobs-at-the-oae/](https://oae.co.uk/jobs-at-the-oae/)

|  |  |
| --- | --- |
| **Position applied for** |  |

|  |
| --- |
| **Personal Details** |
| **Title:** |
| **Surname:** |
| **First name(s):** |
| **Preferred name:** |
| **Home address:** |
| **Phone:** |
| **Email:** |
| **National Insurance Number:** |

|  |
| --- |
| **Eligibility to work in the UK** |
| **Are you eligible to work in the UK? Yes**   **No** |
| **If necessary, please give details:** |

|  |
| --- |
| **Disability** |
| **If you have a disability, please tell us about any adjustments we may need to make to assist you at interview:** |

|  |  |
| --- | --- |
| **Current Employer** | |
| **Name of employer:** | |
| **Address:** | |
| **Job title:** | |
| **Start date:** | **Finish date (if applicable):** |
| **Description of duties:** | |

|  |  |
| --- | --- |
| **Previous Employment (1)** | |
| **Please start with the most recent and add extra fields if necessary** | |
| **Name of employer:** | |
| **Job title:** | |
| **Start date:** | **Finish date:** |
| **Description of duties:** | |

|  |  |
| --- | --- |
| Previous Employment (2) | |
| **Name of employer:** | |
| **Job title:** | |
| **Start date:** | **Finish date:** |
| **Description of duties:** | |

|  |
| --- |
| **Skills and achievements** |
| **Please give details of any other skills or achievements which may help to support your application** |
|  |

|  |  |  |
| --- | --- | --- |
| Training & qualifications | | |
| Please start with the most recent, giving details of your education and training, including any training provided by your employer(s). | | |
| **Education body** | **Course Name** | **Grade/achievement** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Referees** | | |
| **Please give details of two referees, the first of whom should be your current employer** | | |
| **Name** | **Job title** | **Contact details (email & phone)** |
|  |  |  |
|  |  |  |

**May we contact your referees prior to interview? Yes  No**

|  |  |
| --- | --- |
| **How did you hear about this vacancy?** |  |

|  |
| --- |
| **Personal statement (cover letter)** |
| **Please tell us why you are interested in this role and give details of how your previous experience makes you suitable for this position.** |
|  |

|  |
| --- |
| **Additional information** |
| **Please give any further information which may be relevant to your application** |
|  |

**I confirm that the above information is correct to the best of my knowledge:**

|  |  |
| --- | --- |
| **Signature:** |  |
| **Date:** |  |