Please complete this form in **black ink or type**, providing information relevant to the position for which you are applying. By submitting this form you confirm that the information provided is correct, to the best of your knowledge, and you give your consent for the Old Vic Theatre to hold and process this information in accordance with the Data Protection Act 1998. Your details may be held on file for up to six months.

PLEASE RETURN THIS COMPLETED FORM WITH YOUR CV TO:

[personnel@oldvictheatre.com](mailto:personnel@oldvictheatre.com) or Personnel, The Old Vic Theatre, Waterloo, London SE1 8NB

|  |  |  |  |
| --- | --- | --- | --- |
| **Job applied for** |  | | |
| **First name** |  | | |
| **Surname** |  | | |
| **Contact address** |  | | |
| **Mobile number** |  | | |
| **Home telephone number** |  | | |
| **Email address** |  | | |
| **Relevant qualifications including any personal licences held** | Year | University/College/Institute and Result | |
| **Relevant training** | Year | Description | |
| **Recent Employment History** | Employer, Job title and dates employed  (Continue on an additional sheet if necessary) | | |
| **Skills and experience**  Please refer to the Job Description and describe your experience and skills  **relevant to this position**. For each skill area selected, you should try to indicate:   * The situation or context and your task or role * The action you took and the result or outcome | | | |
| (Continue on an additional sheet if necessary) | | | |
| **Referees**  Please provide details of two referees and state in what capacity you know them. One of your referees must be your current or most recent employer. | | | |
| **Name and position:**  **Address:**  **Telephone:**  **Email:**  **Relationship to you:** | | | **Name and position:**  **Address:**  **Telephone:**  **Email:**  **Relationship to you:** |
| **When may we approach them?**  INTERVIEW STAGE / POST OFFER | | | **When may we approach them?**  INTERVIEW STAGE / POST OFFER |
| **If offered employment,  when could you start?** | | |  |
| **Do you have any flexible working requirements?** | | |  |
| **Please state any days/times when you will regularly be unavailable to work?** | | |  |
| **If the contract is for a fixed term, please state any known holiday commitments during the term of the contract offered.** | | |  |
| **General** | | | |
| **What are your main hobbies/interests?** | | | |
| **What professional bodies/trade unions/clubs do you belong to?** | | | |
| **Do you have any other part time jobs?** | | | |
|  | | | |
| **Where did you first hear about this position?** ☐ Newspaper/other advert (delete as applicable) ☐ The Old Vic website ☐ Other website ☐ Internal advert  ☐ Word of mouth ☐ Other (please specify) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .  **Do you have work authorisation for the UK?**  ☐ Yes ☐ No  EEA nationals and Swiss nationals have work authorisation for the UK. Countries in the European Economic Area (EEA) are: Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, United Kingdom | | | |
| **Do you require a work permit for this employment?**  ☐ Yes ☐ No | | | |
| **Signed: Date:** | | | |

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