

**NSEAD APPLICATION FORM**

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| **Position applied for:** |  |

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| --- | --- |
|  **Name:** |  |

**Address:**

**Telephone**

daytime mobile

**Email:**

**REFERENCES**

Please give the names of two people who have known you in a professional capacity (eg. employer, teacher) and will provide a reference. At least one of these should be your most recent employer. We will not contact your referees before interview or without your consent.

|  |  |  |
| --- | --- | --- |
|   | **Reference 1** | **Reference 2** |
| **Name** |   |   |
| **Job/title** |   |   |
| **Organisation** |   |   |
| **Address** |   |   |
| **Tel No.** |   | Telephone:   |
| **Email** |   | Email:  |

Please complete all the application on the following pages before signing here to say that the information you have given is correct to the best of your knowledge.

**Signed:**   **Date:**

|  |  |
| --- | --- |
| **NSEAD USE ONLY: APPLICATION NO:** |  |

**1. Work Experience**

Please give details of paid work, with current / most recent employment first.

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| --- | --- | --- |
| **Dates** | **Employer** | **Job title, brief description of duties, and reason for leaving** |
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**2. Education, training, qualifications**

Please list schools or educational establishments attended, starting with most recent first.

|  |  |  |
| --- | --- | --- |
| **Dates** | **School/College/University** | **Qualifications gained** |
|   |   |   |
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|   |   |   |
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**3. Please give details of any other qualifications and/or recent professional development**

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| --- | --- | --- |
| **Dates** | **Organisation** | **Qualifications gained (as relevant)** |
|   |   |   |
|   |   |   |
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**4. Please give details of any relevant voluntary work and/or unpaid work**

|  |  |  |
| --- | --- | --- |
| **Dates** | **Organisation** | **Title/duties** |
|   |   |   |

 **5. Are you a member of any professional associations?**

|  |  |  |
| --- | --- | --- |
| **Dates** | **Organisation** |  |
|   |   |  |

**5. Please outline the skills, knowledge and experience** which make you suitable for this post.

**(No more than 1000 words)**

You will need to demonstrate that you meet the requirements outlined in the enclosed **person specification**. You should refer to previous experience where you feel this is helpful. Carry on to another sheet if necessary – but do not exceed 1000 words. Please do not attach a CV to this form.

NSEAD have a commitment to non-discrimination and where necessary, positive action to improve equality and diversity in our organisation. Shortlisting is undertaken on a 'blind' basis. This means that the candidate’s personal details (e.g. name, address, age, etc.) are not visible to the shortlisting panel. Candidates will be referenced by candidate number and initials only.

**Your application will not be considered if supporting information is enclosed with this application.**