

Application Form

Post applied for:

Please complete your application as fully as possible based on the information we have given you, with reference to the person specification in particular. We encourage [access docs/riders](#) to be submitted alongside application forms.

When completed, please send your application form, along with a covering letter outlining why you would like to work at The Art House, to opportunities@the-arthouse.org.uk

Please note that stand-alone CVs cannot be considered. Contact us if you wish to respond in an alternative format including video and audio applications.

Personal details

Name:

Address:

Postcode:

Telephone:

Mobile:

Email:

References

Please give the name, job title, address and telephone number of **two** people who we may contact to request a reference. One should be your current or most recent employer.

Reference 1.

Name:

Position:

Address:

Email:

Telephone:

Contact without further authority from you?

The Art House

- ☐ Yes
☐ No

Reference 2.

Name:

Position:

Address:

Email:

Telephone:

Contact without further authority from you?

- ☐ Yes
☐ No

Educational, training & professional qualifications

Please give details of your education and training experience. Include the most relevant experience.

As an equal opportunities' employer, we are keen to broaden the diversity of our staff. As such we realise some applicants will have had less access to formal training due to their individual circumstances. For this reason, we welcome details of experience/skills for which you do not have formal accreditation, please include these in your personal statement and they will be considered seriously.

Establishment name	Date from	Date to	Results / qualifications

Employment experience (paid or unpaid)

Please include your most relevant experience in either a paid or voluntary capacity.

1. Current Job title:

Name & Address of employer:

The Art House

Dates of employment (from & to):

Final salary & other benefits:

Days of absence (last 12 months):

Description of duties:

Notice required:

Reasons for leaving:

2. Job title:

Name & Address of employer:

Dates of employment (from & to):

Final salary & other benefits:

Days of absence (last 12 months):

Description of duties:

Notice required:

Reasons for leaving:

3. Job title:

Name & Address of employer:

Dates of employment (from & to):

Final salary & other benefits:

Days of absence (last 12 months):

The Art House

Description of duties:

Notice required:

Reasons for leaving:

The Art House is [Disability Confident Committed](#). Disabled candidates who meet the minimum criteria for the post will be guaranteed an interview. Please indicate any access needs you may have during the selection process if you choose not to submit an access doc/rider.

How did you hear about this vacancy?

- ☐ Social media
Please state which platform:
- ☐ Website
Please state which one:
- ☐ Word of Mouth
- ☐ Email from The Art House
- ☐ Other
Please state:

In order to comply with the Immigration Act 1996 we are required to see proof of your right to work in the UK. This will be requested once an offer of employment has been made. However, if you require a work permit in order to work in the UK please indicate by ticking this box: ☐

Please give details of any criminal convictions you have had, excluding any considered “spent” under The Rehabilitation of Offenders Act 1974 (minor motoring offences should be disregarded):

Declaration

To the best of my knowledge the information on this application form is correct.

The Art House

Signature:

Date:

Thank you for completing your application. Please consider completing an equal opportunity monitoring form - available as an [online form](#) or as a [downloadable document](#) on our website. The form is anonymous and **will not** be connected with your application, or used to inform the selection process.

Completing the form helps us to ensure that the work we're doing to bring a greater range of voices, experiences and cultures into our organisation and the art sector as a whole is working.

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Submitting your application

Return your application form, along with your access doc/rider if applicable to:

Email: opportunities@the-arthouse.org.uk

Or

Post: The Art House, Drury Lane, Wakefield, WF1 2TE