# Landmark Theatres

# Application Form

Please note:

* We will contact you to let you know the outcome of your application. This can sometimes take a few days from closing date.
* You must be able to provide proof of your right to work in the UK before starting work with us
* All positions are subject to a DBS check
* Unfortunately, we will not consider applications received after the closing date.

Please edit this word document and save as a PDF before submitting to [jobs@landmarktheatres.co.uk](mailto:jobs@landmarktheatres.co.uk)

|  |
| --- |
| What is the job title you are applying for? |
|  |

|  |  |
| --- | --- |
| Where did you hear about the vacancy? | |
| Landmark Theatres Website |  |
| Arts Jobs |  |
| Linkedin |  |
| Word of Mouth |  |
| Social Media |  |
| Other, please give details |  |

|  |  |
| --- | --- |
| Personal Information | |
| Full Name |  |
| Preferred Name |  |
| Preferred Pronouns |  |
| Address |  |
| Email Address |  |
| Contact Telephone number |  |

|  |  |
| --- | --- |
| Employment Information | |
| Do you require a permit to take up work in the UK? For more information, please visit <https://www.gov.uk/government/publications/right-to-work-checklist> | Yes/No |
| If yes, do you have a work permit at the date of this application and if so, what is the expiry date? |  |
| Section 8 of the Asylum and Immigration Act 1996 requires all employers in the United Kingdom to make a basic document check on every person they intend to employ. All successful applicants will be required to show proof of their right to work in the UK  Are you subject to any conditions relating to your employment in the United Kingdom? | Yes/No  If yes please provide further information: |
| Are you currently or have you previously been employed by Landmark Theatres/ Selladoor Venues? |  |

|  |  |
| --- | --- |
| Employment Information Cont.  Please use this section to tell us about your current and previous employment. Feel free to add more rows of previous employment that you feel relevant to the position you are applying for. | |
| Name of Employer |  |
| Address |  |
| Post Code |  |
| Job Title |  |
| Salary |  |
| Date of employment |  |
| Reason for Leaving |  |
| Brief outline of responsibilities |  |
|  | |
| Name of Employer |  |
| Address |  |
| Post Code |  |
| Job Title |  |
| Salary |  |
| Reason for Leaving |  |
| Brief outline of responsibilities |  |
|  | |
| Name of Employer |  |
| Address |  |
| Post Code |  |
| Job Title |  |
| Salary |  |
| Reason for Leaving |  |
| Brief outline of responsibilities |  |
|  | |
| Name of Employer |  |
| Address |  |
| Post Code |  |
| Job Title |  |
| Salary |  |
| Reason for Leaving |  |
| Brief outline of responsibilities |  |

Please use this section to tell us about your qualifications achieved and any training courses relevant to this role.

|  |  |
| --- | --- |
| Qualifications and Other Training | |
| Qualification Title/Grade | Institution/Training Provider |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Please use this space to highlight your skills and experience that would contribute to the role. Please refer to the essential criteria in the personal specification on the Job Description.

Please do not write more than 4,000 characters on this section. If you can answer in fewer words then please do so. Your answer can also include education, volunteer work, hobbies and training that are relevant to the position.

|  |
| --- |
| Supporting Information |
|  |

|  |
| --- |
|  |

Please use this section to indicate two references. These will be contacted upon successful appointment to Landmark Theatres.

|  |  |
| --- | --- |
| References | |
| First and Last Name |  |
| Organisation |  |
| Relationship |  |
| Email Address |  |
| Contact Telephone Number |  |
|  | |
| First and Last Name |  |
| Organisation |  |
| Relationship |  |
| Email Address |  |
| Contact Telephone Number |  |
|  | |

As a responsible employer we ask the successful applicant to declare any unspent convictions. If you declare an unspent conviction, we may request further information.

We recognise the contribution that people with criminal records can make as employees and volunteers. Suitable candidates will not be refused posts if an offence is not relevant to the job for which they are applying.

If you require any arrangements or adjustments to enable you to attend an interview, please detail them below:

|  |
| --- |
|  |

Please return your completed form to [Jobs@landmarktheatres.co.uk](mailto:Jobs@landmarktheatres.co.uk)

Landmark Theatres treats personal data in accordance with our data protection policy. Our data protection and employee data policies can be obtained on request from [theatreadmin@landmarktheatres.co.uk](mailto:theatreadmin@landmarktheatres.co.uk).