



**Arena and Convention Centre Liverpool**  
APPLICATION FOR EMPLOYMENT

**CONFIDENTIAL**

Please complete this application form in full using black ink and printing in capital letters.

**1. PERSONAL DETAILS**

Title: \_\_\_\_\_ First Name(s): \_\_\_\_\_ Last name: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Home Telephone No: \_\_\_\_\_ Daytime contact No: \_\_\_\_\_

Email: \_\_\_\_\_

National Insurance No: \_\_\_\_\_

**2. CURRENT EMPLOYMENT**

Job Title: \_\_\_\_\_ Date Appointed: \_\_\_\_\_

Salary: \_\_\_\_\_ Other Benefits: \_\_\_\_\_

Employer Name and Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Email: \_\_\_\_\_

Notice Required: \_\_\_\_\_

**3. CURRENT MEMBERSHIP OF PROFESSIONAL BODIES**

Professional Body / Association	Current Status and Member No.

**4. POST DETAILS - Please provide details of the post for which you are applying**

Post Title: \_\_\_\_\_

Please state where you saw the advertisement: \_\_\_\_\_





### 9. REFERENCES - One must be your current or most recent employer

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone No: \_\_\_\_\_

Telephone No: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

### 10. CRIMINAL CONVICTIONS

The Rehabilitation of Offenders Act 1974 requires applicants to give details of any convictions that are not spent. Failure to disclose such convictions could result in disciplinary action or dismissal.

Do you have any previous convictions?

Yes

No

If yes, please detail offence(s) including date(s) and sentence(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 11. DECLARATION

**I certify that the information contained on this application form is accurate and true. I give my consent to the processing, transfer and disclosure by ACC Liverpool of all information submitted by me during the recruitment process and throughout any subsequent period of employment for pre employment checks, equal opportunities monitoring, payroll operations and training. (Data Protect Act 1988) (NB: Deliberate falsification of information will lead to disciplinary proceedings and may result in dismissal).**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for your application. This should be returned to **Tammy Montgomery, HR Advisor  
Arena and Convention Centre Liverpool, Monarchs Quay, Liverpool L3 4FP.**