



POSITION APPLIED FOR
For office use only Date received

IN CONFIDENCE

You should complete the shaded areas of this form and return it to recruit@ing.iac.es or alternatively to the Personnel Section, Apartado de Correos, 321, 38700, Santa Cruz de La Palma, Canary Islands, Spain by the closing date. You may submit a CV with your application, but you must complete the application form.

PLEASE USE BLACK INK AS THIS FORM MAY BE PHOTOCOPIED

PERSONAL DETAILS (Block capitals please)

Surname:	Forenames (in full):	Title:
Other names by which you have been known		
Permanent address	Address for correspondence (if different)	
Postcode	Postcode	
Telephone	Telephone	
Email :		
Present Nationality:		
Non EU members: Do you have residency and work permit valid to work in Spain?		

AVAILABILITY AND INTERVIEW ARRANGEMENTS

Dates when NOT available for interview We cannot undertake to avoid these
When could you take up duty if appointed?
Are you a registered disabled person? YES/NO If so please give details of your disability and any special arrangements you may require at interview

PREVIOUS APPLICATIONS

Give below details of any applications you have made to STFC during the last six months.		
Position applied for	Date of application	
	Result of application	

ADVERTISING AND PUBLICITY

From which specific publication or other source did you learn of the present Post(s)?

SCHOOLS ATTENDED

Dates From To		Name and address of school	Educational certificates gained (specify level and subjects with grade or mark band and year obtained)
			General Certificate of Secondary Education (GCSE's, until 16 years old)
			'A' levels / International Baccalaureate (from 16 to 18 years old)

FURTHER EDUCATION

Dates From To		University (college or other)	Subjects in final examination	Subject and title of degree with class and division	Date awarded/expected

PROFESSIONAL QUALIFICATIONS

Give details of your membership of any professional body, examinations taken and your performance in them.

OTHER KNOWLEDGE AND EXPERIENCE

Please list any languages that you are able to communicate with and the corresponding level.

Please, detail the driving licences you own.

Give details of any knowledge or experience you have which you consider relevant to your application.

Mention any scholarship, awards or positions of responsibility held and any academic or non-academic distinctions gained.

Give details, with dates of any published work.

CAREER HISTORY

Please give details of your previous posts starting with the earliest

Dates (month/year) From To		Name and address of employer (block letters)	Give details of the position held and the nature of the work if relevant to this application, and reasons for leaving
Present post from (month/year)			
Present salary			

REASONS FOR APPLYING FOR THIS POSITION

Please say why you are interested in the appointment and indicate the relevance of your qualifications and experience to the job

ADDITIONAL INFORMATION

Please provide any relevant information not covered elsewhere on this form including personal hobbies, interests, participation in sports etc.

REFERENCES

Give details of three referees whom we can approach now. Referees should be people who can comment on the applicant's experience and competence for the post.

Reference n. 1

Name:

Organization:

Position held:

E-mail:

Telephone:

May we obtain the references now?

Reference n. 2

Name:

Organization:

Position held:

E-mail:

Telephone:

May we obtain the references now?

Reference n. 3

Name:

Organization:

Position held:

E-mail:

Telephone:

May we obtain the references now?

YOU MUST SIGN AND DATE THIS FORM

Note: We must interpret strictly and impartially the prescribed conditions regarding age, nationality and qualifications, but it is not possible to investigate the eligibility of every candidate before interview. You should, therefore, satisfy yourself that are eligible before you apply. If you are successful at interview a complete enquiry into your eligibility will be made. If you are uncertain about any aspect of your eligibility please consult us.

GDPR: The given information will be used by Isaac Newton Group of Telescopes (ING), as an establishment of the UK's Research and Innovation, only for the purpose of a selection process carried out by this organization. The data provided will be retained for a period of 6 months, after the selection process has finished. The applicant has been informed to be part of this process, taking full responsibility about the truthfulness of the data and about future modifications. The right to process the data provided is based on the consent given by the candidate, in this document.

The ING will not share these data with third parties, unless is legally obliged.

The candidate can contact ING in order to exercise the rights of access, rectify, erase or restrict processing or transferability of his own data. Likewise, the candidate has a right to complain to the Agencia Española de Protección de Datos.

ING collect data relating to the employment application: contact details, employment history, qualifications, and do not process specially protected data, being these data provided by the own candidate or his legal representative.

I declare that the information I have given is, to the best of my knowledge and belief, true and complete.

Signature-----

Date-----

THANK YOU FOR COMPLETING AND RETURNING THIS FORM