



## Present (or most recent) employment

Job title:	
Name and address of employer:	
Salary:	
Additional payments / benefits:	
Date appointed:	
Date left (if applicable):	
Period of notice required:	
Reason for leaving:	
Brief description of duties and responsibilities (in no more than 100 words):	

## Qualifications / training

Please give details of any qualifications you possess or training / education undertaken, only if they relate to the job description and selection criteria for this post.

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## Relevant experience, skills and knowledge

Use this section to outline the skills, knowledge and experience you have gained either in paid work, voluntary work, or at school / college, that would enable you to meet the selection criteria. Please note that you only need to address the selection criteria highlighted in bold.

You are asked to restrict your response in this section to a **maximum of three sides of A4**, including this one.

## References

References will not be taken up until a provisional offer of employment has been made and verbally accepted.

Please give the name(s) of the person(s) most able to confirm your suitability for the post, covering your past three years of employment / education. This must be someone holding a line management responsibility for you, a personnel officer within the company or a college tutor. **Note:** Referees should not be friends, relatives or immediate colleagues.

Referee one	
Name:	
Job title:	
Company name:	
Address:	
Telephone:	
Referee two	
Name:	
Job title:	
Company name:	
Address:	
Telephone:	
Referee three	
Name:	
Job title:	
Company name:	
Address:	
Telephone:	

## Dates you are unavailable for interview

Please provide dates on which you are not available for interview or tests. We try to accommodate these dates but cannot guarantee to do so.

## Job share

Please tick the box if you are interested in job share.

Yes

## Declaration

If applicable, applicants for employment must declare any family relationship (including relationship by marriage by or civil partnership) which exists between them and an elected member or officer of the Authority.

Name:

Relationship:

**Note:** approaching any elected councillor or employee of the Authority directly or indirectly to promote this application or providing false / misleading information on this form shall disqualify you from appointment or if appointed may render you liable to disciplinary action, which could lead to your dismissal.

## Data Protection Act 1998

The information you have given on this form will be processed by the London Fire and Emergency Planning Authority (LFEPA) for the purpose of fire service administration.

We will keep your details secure and will not disclose them to other organisations or third parties (except contractors or suppliers working on our behalf) without your permission unless we are legally required to do so.

For more information about how we use your personal information,

- see our notification entry (Z7122455) [www.ico.gov.uk](http://www.ico.gov.uk) (Information Commissioner's Office)
- or visit [www.london-fire.gov.uk](http://www.london-fire.gov.uk)

It is our normal practice to keep applicant details on manual and electronic file for two years, but only in connection with recruitment to this post, and for monitoring and statistical purposes.

Signing this application, or emailing to us a completed form will be taken as confirmation that you consent to our keeping your details as stated.

## Declaration by applicant

I confirm that to the best of my knowledge, the information I have provided in this application is true and correct.

Signed:

Date:

If emailing this form, it will be assumed that you are endorsing the contents.

Please return your completed application and monitoring data form by email or post:

London Fire Brigade  
HR Operations - Recruitment  
1st Floor, 169 Union Street  
London SE1 0LL

Email: [recruitment@london-fire.gov.uk](mailto:recruitment@london-fire.gov.uk)

# Monitoring data



LFEP is committed to a fully effective equal opportunities programme. Monitoring helps us to find any areas where there might be possible discrimination. You are asked to complete this section to enable us to monitor our recruitment process. Put an X in the box which applies to you.

**Note:** the information is used for monitoring purposes only and is **not** used to assess your application at any stage. The information is recorded on a computerised database to allow statistical monitoring to be performed. All information is held in the strictest confidence.

## Gender

Male  Female

## Age

Under 20  20 - 29  30 - 39   
 40 - 49  50 - 59  60+

## Please describe your racial / ethnic origin

**Asian or Asian British** Indian  Pakistani  Bangladeshi  Other   
**Black or Black British** African  Caribbean  Other   
**Chinese** Chinese  Other   
**Mixed race** White & Asian  White & Black  White & Black Caribbean  Other   
**White** White British  White Irish  Other

**Other**, specify

## Do you follow a faith or belief?

Buddhist  Christian  Hindu   
 Jewish  Muslim  Sikh   
 None  Other, specify

## What is your sexual orientation?

Bisexual  Gay man  Heterosexual   
 Lesbian

## Disability

**What do we mean by a disability?** The Disability Discrimination Act (DDA) defines disability as: "a physical or mental impairment with long term, substantial effects on ability to perform day to day activities".

Do you consider yourself to have a disability? Yes  No   
 Do you meet the DDA definition of a disabled person? Yes  No