

CONFIDENTIAL APPLICATION FORM

POST APPLIED FOR:

PERSONAL DETAILS

Surname (block capitals)		Forenames	
Title (Mr, Ms, Mrs, Miss, Dr etc)		Previous surnames and any other names used	
Address		Home Tel no.	
		Mobile Tel no.	
		E-mail	
Postcode			

CURRENT EMPLOYMENT

Post held		Employer	
Address			
			Postcode
Salary £		Date appointed	
Notice Period		Full Time / Part Time	
Benefits			

FULL TIME EDUCATION

Secondary schools attended with dates

Examination results, including grades

Subject/level	Grade	Subject/level	Grade

TRAINING AND DEVELOPMENT

Please provide details of any relevant training you have undertaken in the last 3 years.

Details	Dates

PREVIOUS MILITARY EMPLOYMENT

Please state your military experience

Service	Primary Role	Dates		Reason for leaving
		From:	To:	

PREVIOUS CIVILIAN EMPLOYMENT

Please list ALL previous employment since leaving secondary education, starting with the most recent, including any periods of unemployment. Please use an additional sheet if required.

Name and Address of Employer	Post held	Dates		Reason for leaving
		From:	To:	

If your employment has not been continuous, please give reasons in space below:-



Previous Invictus experience:

Competitor **Yes / No**

We Are Invictus member **Yes / No**

Powered By Invictus League **Yes / No**

Invictus Games Choir **Yes / No**

Other - please state and feel free to cite other sports recovery or similar activities that you have engaged with that were not associated with the Invictus Games Foundation:

Reason for application

Reason for leaving current employment

Relevant skills and characteristics

Have you ever been the subject of any investigation or enquiry into abuse or other inappropriate behaviour?	Yes	No
Have you ever been convicted of a criminal offence?	Yes	No
Have you ever been dismissed from a post?	Yes	No

If you have answered YES to any of the above questions, please give details on a separate sheet.

REFEREES Please provide two referees. One of them **must be** your current or most recent employer. Neither referee should be a relative or someone known to you solely as a friend.

Name	Name
Status/position	Status/position
Address	Address
Post Code	Post Code
Telephone	Telephone
Email	Email
May approach before interview? Yes / No	May approach before interview? Yes / No

All offers of employment are subject to:

- References satisfactory to the Invictus Games Foundation
- Clearance through the Disclosure Barring Service
- Proof of qualifications
- Eligibility for employment in the UK

Office: Invictus Games Foundation, House of Sport, 190 Great Dover Street, London, SE1 4YB
 Email: jobs@invictusgames.org

DECLARATION

Note: Applicants submitting electronic copies of the application form and, consequently, not providing a handwritten signature should read the declaration and check the box below to indicate confirmation of the declaration below.

- I confirm that the information I have given on this application form is true and correct to the best of my knowledge.
- I understand that providing false information is an offence which could result in my application being rejected or (if the false information comes to light after my appointment) summary dismissal and may amount to a criminal offence.
- I confirm that I am not subject to sanctions imposed by a regulatory body, whether of the UK or any other country.



- I consent to the Invictus Games Foundation making direct contact with the people specified as my referees to verify the reference. I authorise the Invictus Games Foundation to obtain references to support this application and release the organisation and referees from any liability caused by giving and receiving information.
- I consent to the Invictus Games Foundation validating any of the information I have provided through any relevant third party agencies.

I declare that the information I have given on this form is, to the best of my knowledge, true and complete. Any misrepresentation or false information provided is an offence and may be sufficient grounds for my rejection or, if employed, dismissal.

Data Protection

The information that you provide on this form will be used to process your application for employment. The personal information that you provide will be stored and used in a confidential manner to help with our recruitment process.

If you are successful in your application and take up employment with the Invictus Games Foundation, the information will be used in the administration of your employment.

We may check the information provided by you on this form with third parties.

By signing the application form you consent to the processing of sensitive personal data. Full details of how we manage data is contained in our Privacy Policy which may be accessed via the IGF Website [PRIVACY NOTICE – Invictus Games Foundation](#)

Signed:Date:.....

Before checking this box, please ensure that you have read the paragraph above.

I confirm that the information provided within this form is true and complete and I have read and understood the above declaration.