
Casual Verger (Funerals and Weddings)

Please complete and return this form to: jobs@stmarkshaydock.org
or St Mark's Church, West End Road, Haydock, St.Helens, Merseyside
WA11 0AX

It is essential that this form is completed in full
CV's will not be accepted

*If you are writing on this form, please use **black ink***

<p>St Mark's Church is committed to Equal Opportunities and welcomes applications regardless of disability, sex, marital status, race, colour, nationality, ethnic or national origins.</p>

PERSONAL DETAILS

NAME:
ADDRESS:
.....
.....
POSTCODE:
LANDLINE NUMBER:
MOBILE NUMBER:
EMAIL:

DECLARATION

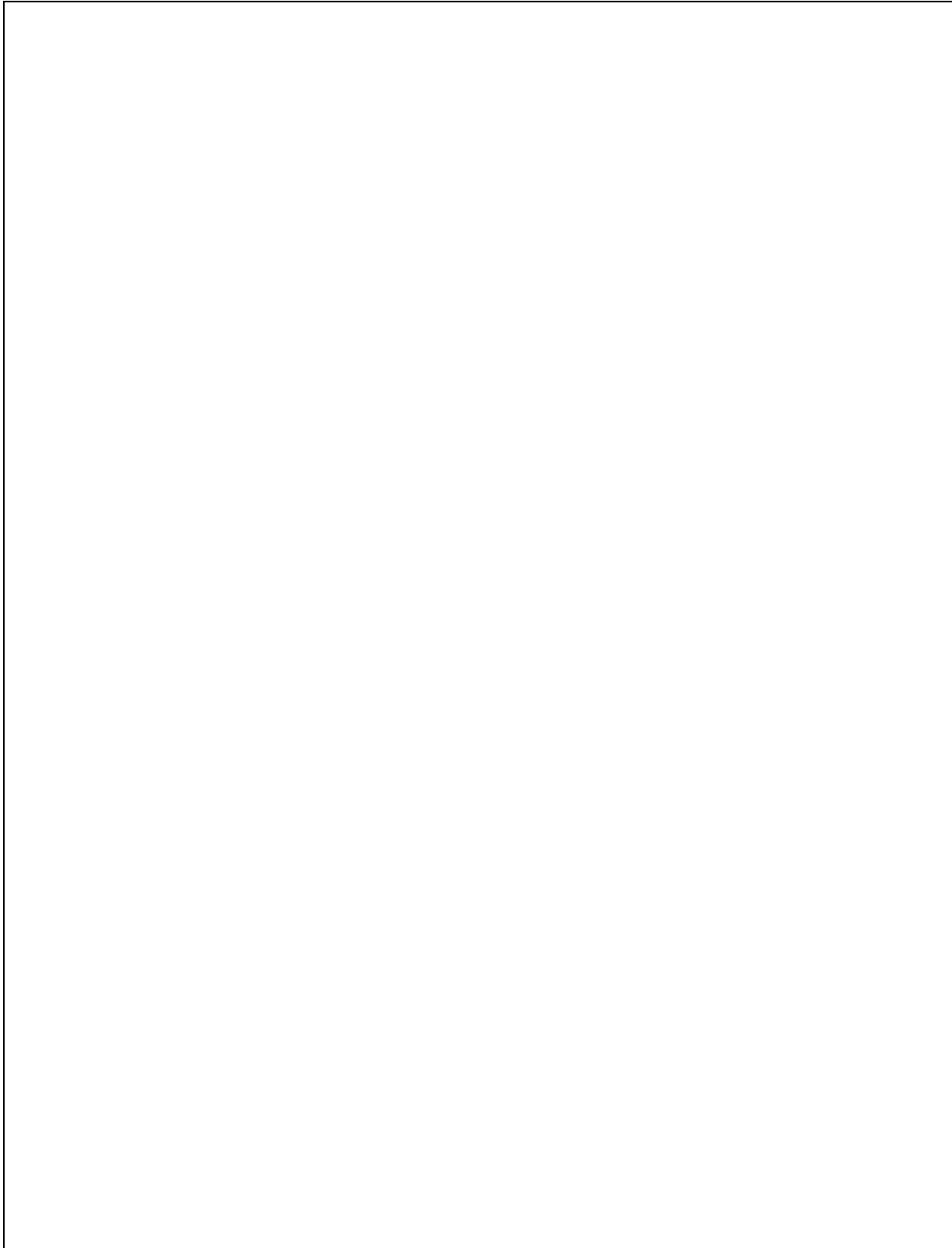
Rehabilitation of Offenders Act	
Under the provisions of the Rehabilitation of Offenders Act, you do not have to disclose information on certain convictions after a set period of time, as they become 'spent'. (However, this post is exempt from the above Act, therefore, ALL convictions and any cautions or bind-overs must be declared and cannot be regarded as 'spent').	
Have you ever been convicted of a criminal offence?	Yes / No
Do you have any criminal charges or summonses pending against you?	Yes / No
Having a criminal record will not necessarily bar you from working with us.	

PERSONAL STATEMENT

Please give your reasons for applying for this post. You should outline your interest in the post and describe your relevant skills and experience. You should also use this space to tell us anything not covered elsewhere, which you feel is relevant. Please check the job description and person specification before completing this section. You may use up to two sides of A4 but should not feel obliged to fill the space.

Please continue overleaf
Continued from previous page

**In everything we seek to be:
Knowing Jesus – Loving each other – Caring for our community**



WORK HISTORY

Beginning with your current or most recent employer and working backwards in chronological order, please give details of your career to date.

Dates		Name and address of employer	Job title and summary of duties	Reason for leaving
From	To			

EDUCATION

Dates		Place of study	Qualifications attained
From	To		

Membership of Professional Bodies (if applicable)

References

Please give the names, addresses and telephone numbers of two persons who we may approach for a reference. One of these should be your present/last employer or tutor.

<p>NAME:</p> <p>ADDRESS:</p> <p>.....</p> <p>.....</p> <p>POSTCODE:</p> <p>LANDLINE NUMBER:</p> <p>MOBILE NUMBER:</p> <p>EMAIL:</p> <p>THE CAPACITY IN WHICH YOU KNOW REFEREE</p> <p>.....</p> <p>MAY WE APPROACH THIS REFEREE FOR A REFERENCE NOW? YES /NO</p>

<p>NAME:</p> <p>ADDRESS:</p> <p>.....</p> <p>.....</p> <p>POSTCODE:</p> <p>LANDLINE NUMBER:</p> <p>MOBILE NUMBER:</p> <p>EMAIL:</p> <p>THE CAPACITY IN WHICH YOU KNOW REFEREE</p> <p>.....</p> <p>MAY WE APPROACH THIS REFEREE FOR A REFERENCE NOW? YES /NO</p>

Personal Requirements

DISABLED APPLICANTS

If invited to interview, are there any special arrangements that you would like to be made for you?

Where did you hear about this vacancy?

Declaration

I confirm that the information contained on this application form is, to the best of my knowledge, correct and accurate. I agree to the information being processed in accordance with the Data Protection Act.

Signature	Date
	/10/2020

a digital signature is acceptable if returning by email

CONFIDENTIAL

MONITORING SHEET

Equal Opportunities Monitoring Sheet

POST : Church Operations & Office Co-Ordinator

St Mark's Church aims to be an equal opportunities employer and service provider, irrespective of race, gender, age, disability etc. In order to monitor the effectiveness of our equal opportunities policy, we ask all job applicants to provide the information below.

This information will be used solely for effective evaluation purposes. It is held confidentially and separately from all other material.

1. Gender Male Female
2. Age <35 >35-49 50+
3. Disability Do you consider yourself to have a disability?
 Yes No
4. Ethnic Origin What do you regard as your ethnic origin?
- | | | | |
|---------------------------|--------------------------|-------------------|--------------------------|
| White | <input type="checkbox"/> | Asian Indian | <input type="checkbox"/> |
| Black Caribbean | <input type="checkbox"/> | Asian Pakistani | <input type="checkbox"/> |
| Black African | <input type="checkbox"/> | Asian Bangladeshi | <input type="checkbox"/> |
| Mixed Heritage | <input type="checkbox"/> | Asian Chinese | <input type="checkbox"/> |
| Other
(please specify) | <input type="checkbox"/> | | |