

Graduate Assistantship Application Form

Current or most recent post

Employer

Position held

Dates of employment

Current or last salary
(please indicate if this is a pro-rata part-time salary)

Minimum notice period

Give a brief description of your current or most recent post

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Work history

Give details of your previous work history (including voluntary or unpaid work) beginning with the most recent post

Dates (from/to)	Name and address of employer	Position held	Summary of main duties
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Have you previously been employed by the University of Southampton Yes/No*

Please use additional sheet if required

*Please delete as appropriate

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References

Please provide two work related references. The first should be your present or last employer. Please note that it is normal University practice to take up references prior to the final interview

1. Name	Address
Capacity in which known to you	
Telephone number	
Fax number	Post code
E-mail	<input type="checkbox"/> *
2. Name	Address
Capacity in which known to you	
Telephone number	
Fax number	Post code
E-mail	<input type="checkbox"/> *

Declaration

I declare that the information contained in this application is correct to the best of my knowledge.

In order to manage your application swiftly and fairly we enter details from your Employment Application form into our computerised recruitment system. In accordance with the Data Protection Act 1998, the information you provide on this form and in the accompanying papers will be used to assess your suitability for the post and will not be released to anyone who does not require it for this purpose. If you are employed this information will form the basis of your employee personal file, otherwise it will be destroyed six months after the post is filled.

Signature _____ Date _____

Return to :	Research Office School of Education University of Southampton Highfield Southampton Hants SO17 1BJ	Fax : +44 (0)23 8059 3483 +44 (0)23 8059 3556 E-mail : ll1@soton.ac.uk
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Application forms should be returned not later than the closing date stated