

# Burgh House | & HAMPSTEAD MUSEUM

## PERSONAL DETAILS FORM

POST APPLIED FOR

## PERSONAL DETAILS

Surname

First name

Address:

Telephone

Email

## INTERVIEW ARRANGEMENTS

If shortlisted, do you require any special arrangements to be made to enable you to attend an interview?

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## DISCLOSURE & BARRING SERVICE (DBS)

Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013)?

Yes  No

If yes, please give details;

(The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers and cannot be taken into account.)

## WORK PERMIT

Do you require a work permit to work in this country? Yes  No

If Yes, do you currently hold a valid work permit? Yes  No

## DECLARATION

The facts set out in this application are, to the best of my knowledge, true and complete. I understand that any false statement may disqualify me from employment. I am entitled to work in the UK and can produce on demand relevant documentation to prove so. I consent to members of Soho Theatre using the personal data in this form for the purposes set out in accordance with the Data Protection Act 1998 and the Human Rights Act 1998.

Signature \_\_\_\_\_

Date \_\_\_\_\_

If you are returning your form via email you will be asked to sign your form if you are shortlisted for an interview.

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## EQUAL OPPORTUNITIES MONITORING FORM

This sheet will be kept in confidence by the Personnel Department. Any information submitted on this form is used solely for monitoring our Equal Opportunities Policy and not for short listing.

How old will you be on your next birthday? (Please tick the relevant age bracket)

- 0-19       20-34       35-49       50-64       65+       Prefer not to say

Please describe your ethnic origin by choosing the most appropriate description from the sections below:

### Asian or Asian British

- Asian Bangladeshi  
 Asian Indian  
 Asian Pakistani  
 Any other Asian background

### Dual Heritage

- Dual Asian & White  
 Dual Black Caribbean & White  
 Dual Black African & White  
 Any other mixed/multiple ethnic background

### Black or Black British

- Black African  
 Black Caribbean  
 Any other Black background

### White British

- English       Welsh  
 Scottish       Northern Irish

### Chinese, or other ethnic group

- Chinese  
 Any other ethnic background

### Irish

- Gypsy or Irish Traveller  
 Any other white background  
 Prefer not to say

Where possible, please self-specify on the line provided: \_\_\_\_\_

How do you describe your gender?

- Female       Male       Other \_\_\_\_\_

Do you consider yourself to be disabled?

- No       Yes       Prefer not to say

If you consider yourself to be disabled, please choose from one of the options below:

- Hearing impairment/Deaf       Physical disabilities       Cognitive or learning disabilities  
 Mental health condition       Visual impairment       Other long-term condition  
 Prefer not to say       Other (please state) \_\_\_\_\_

How do you describe your sexual orientation?

- Bisexual       Gay man       Gay woman/Lesbian  
 Heterosexual/straight       Prefer not to say       Other (please state) \_\_\_\_\_

How did you hear about this vacancy? \_\_\_\_\_