

**Application Form**

for the post of \_\_\_\_\_

Ref No: \_\_\_\_\_

Closing date \_\_\_\_\_

The British Film Institute strives to be an Equal Opportunities Employer and is committed to developing positive policies to promote Equal Opportunities in employment and prohibiting unlawful or unfair discrimination. A copy of the Equal Opportunities policy is attached (Section 9).

**HR Department  
British Film Institute  
21 Stephen Street  
London W1T 1LN  
Tel: 020 7255 1444  
Fax: 020 7436 2071**

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**Note: In the Institute's appointment procedures the application form plays an important part both in deciding on the shortlist for interview and as the basis of the interview itself. You are required to complete the form as fully as possible, providing such additional supporting material as you feel appropriate.**

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Please complete in black ink or type

**1**

Surname

Forename(s)

Address

(Home Tel)  
(Work Tel)  
(Email)  
(Mobile)

Do you require a work permit? Yes/No\*

If you are invited for an interview and require any special provisions or facilities due to a disability please contact the HR Department who will make the necessary arrangements.

**2**

**TRAINING**

Training Courses Attended

Professional Bodies

Languages

**3**

**EDUCATION & QUALIFICATIONS**

School	From	To	Courses Taken	Qualifications Obtained with Grade & Dates
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College/University Dates

Other

## 4 PRESENT EMPLOYMENT

Name & Address

From	To	Job Title
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Salary	Notice Required
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Please give a brief description of your job and your responsibilities

Please give reason(s) for leaving:

# 5

**PREVIOUS WORK EXPERIENCE:** (please give your previous work in chronological order, starting with your current (or most recent) post and working back. You may give additional information on supplementary sheets.

From	To	Name & Address	Job Title & Brief Description of Duties	Reason for leaving or seeking alternative employment

## 6 ADDITIONAL INFORMATION

You are asked here to indicate how you meet the requirements for the post as set out in the Person Specification. Please address each requirement separately, indicating skills experience, past achievements, and personal qualities where appropriate. You may add a supporting statement if you so wish. Please continue on a separate sheet of paper if necessary.

7

I certify that the information given is correct

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_