

WEST INDIES CRICKET BOARD INC.



Application for Employment Form

Application for Employment

Please use BLOCK CAPITALS and continue on paper sheet(s) if additional space is needed

Position Applying For:		Date of Application:	
Salary Desired:		Earliest Availability for Position:	

PERSONAL DETAILS

Title	
Full Name including Forename(s)	
Current Address	
Contact Number(s) (include area code)	
Email Address	
Nationality	
Are you currently 18 years or older?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a criminal offense? <i>A conviction will not necessarily disqualify you from the hiring process</i>	
If yes, please provide details	
Are there any current court cases pending against you?	
If yes, please provide details	

EDUCATION, PROFESSIONAL QUALIFICATIONS & TRAINING

Name & address of Schools/Colleges/Universities	Start Date	Leaving Date	Subjects & Qualifications (Please include CXC's/O Levels, A Levels, Degrees, Technical qualifications)	Date Achieved
High School				
College				
University				
Technical Training				

Professional Body Membership	
Please provide details of any professional body membership or license which you currently hold applicable to the role for which you are applying	
Professional body	
Membership level	
Start date	

WORK EXPERIENCE – PLEASE COMPLETE THIS SECTION. A CURRICULUM VITAE/RESUME CAN BE SUBMITTED SEPARATELY

Please tell us about your work experience, including internships, part time & voluntary work. Start with your present or most recent work experience. Please continue on a separate sheet if required.

Employer's Name & Address	Start Date	Leaving Date	Position held & Salary	Key responsibilities and reason for leaving

SUITABILITY FOR THE ROLE

Please review the requirements of the role as stated in the recruitment advertisement and job statement and provide a concise summary of how you meet these, using specific examples.

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REFERENCES

Please provide details of three references. Two must be individuals (not relatives or friends) who will each provide an employer's reference. One of these must be your current or most recent employer. If you do not have a current or recent employer, please provide details for relevant lecturers/course tutors. The other reference must be an individual who can provide a character reference.

Name	
Position	
Address	
Email Address	
May we contact this referee during the recruitment process and before any offer has been made to you?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Name	
Position	
Address	
Email Address	
May we contact this referee during the recruitment process and before any offer has been made to you?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Name	
Position	
Address	
Email Address	
May we contact this referee during the recruitment process and before any offer has been made to you?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICANT DECLARATION & DATA CONSENT

The information you have provided on this application will be used for the sole purpose of processing your application for employment with the WICB and will not be passed on to third parties or used for other purposes.

I certify that the information I have given on this application for employment form and any supporting documents is correct and complete. I understand that failure to disclose any relevant information or the provision of false information may lead to is cause for the rejection of application or /withdrawal of any offer of employment made to me or dismissal from employment.

I understand that the WICB may check all or any of the information as provided as part of my application or given in references. I understand that employment, if offered, will be subject to the receipt of references, and the outcome of any relevant pre-employment checks, which the WICB regards as satisfactory.

Signature _____

Date _____