



An Ecumenical Partnership

Bowthorpe Church Centre
Bowthorpe Hall Road
Norwich
NR5 9AA
01603 749614
bowthorpechurch@gmail.com
www.bowthorpechurch.co.uk
Office Opening Hours:

Minister & Team Leader
Rev'd Mark Elvin
Church House
Bowthorpe Hall Road
Norwich
NR5 9AA
01603 747871

Church Secretary: Mrs Janet Craske
Treasurer: Mrs Christine McGrath
c/o Bowthorpe Church Centre

Church Administrator/Centre Manager:
Position Currently Vacant
c/o Bowthorpe Church Centre

Bowthorpe Church Job Application Form

Please complete the form below to apply for a position with us

Full Name

Middle Name

Last Name

Any former names

Birth Date

Month

Day

Year

Current Address

Street Address

Street Address Line 2

City

Post Code

Email Address

Phone Number(s)

Position applied for

How did you hear about us

The Start Date for this Job isw/c 1st July 2024.....

Yes

No

Are you available to start on this date? Please tick appropriate box.

If you have a CV please email this to bowthorpechurch@gmail.com or, if you live locally, post it through the letterbox at the back of the church or, post it to the church address at the top of this application form.

Please provide two references to support your application. One should be your current or previous employer. If this is not possible, please advise why. The second reference should be a character reference from someone who knows you well but not a family member.

Personal statement:

(Please provide details saying why you think you would be suitable for this job.)

Part of the application process requires that the confidential declaration is also completed, the form is available from the church website www.bowthorpechurch.co.uk . Failure to return this form will terminate the application process. After interview the successful applicant will have their references verified and an enhanced DBS check will be undertaken. The appointment will have an initial 6 month probationary period.

Please note we cannot accept applications by cv only, this application form must be completed along with the confidential declaration form.

WORK HISTORY/EXPERIENCE – Please list your most current work history/experience.

Employer's Name (Most current)*

Position Held*

Supervisor's Name*

Telephone*

Reason for leaving (if applicable)*

Duties*

Start Date

Day

Month

Year

End Date

Day

Month

Year

Yes

No

May we contact this employer? Please tick appropriate box.

If NO, reason why not?

(2) Employer's Name

Position Held

Supervisor's Name

Telephone

Reason for leaving (if applicable)

Duties

Start Date

Day

Month

Year

End Date

Day

Month

Year

May we contact this employer? Please tick appropriate box.

Yes

No

If NO, reason why not?

(3) Employer's Name

Position Held

Supervisor's Name

Telephone

Reason for leaving (if applicable)*

Duties

Start Date

Day

Month

Year

End Date

Day

Month

Year

May we contact this employer? Please tick appropriate box.

Yes

No

If NO, reason why not?

(4) Employer's Name

Position Held

Supervisor's Name

Telephone

Reason for leaving (if applicable)*

Duties

Start Date

Day

Month

Year

End Date

Day

Month

Year

Yes

No

May we contact this employer? Please tick appropriate box.

If NO, reason why not?

(5) Employer's Name

Position Held

Supervisor's Name

Telephone

Reason for leaving (if applicable)*

Duties

Start Date

Day

Month

Year

End Date

Day

Month

Year

Yes

No

May we contact this employer? Please tick appropriate box.

If NO, reason why not?

REFERENCES

WE DO NOT consider OR interview anyone who cannot provide two references (work and character). These references cannot be family members.

Reference (1) Name*

Reference (1) Telephone*

Reference (1) Name*

Reference (1) Telephone*

I hereby state that all information provided on my application form is accurate and may be verified by you. I agree that I may be discharged from Bowthorpe Church if at any time you learn of falsification or material omission in the information provided on this application form and related documents. You may contact my former employers. All references are hereby authorized to release all information which they may have relevant to my employment with them. I agree that I will follow all Bowthorpe Church policies, rules, and procedures. I understand that Bowthorpe Church reserves the right to add, change, and/or delete any policies, procedures, work rules, and/or benefits at any time. I have never been convicted of a felony and I have no criminal charges pending against me.

Signed _____

Dated _____