



Personal details

Academic Support Recruitment

For HR use only

Job title:		Ref:		For office use only Post no:	
Surname:		Address:			
Name:					
Title: Mr/Mrs/Ms/Miss/Dr/Prof					
Telephone:	Home	Work:	(if convenient)		
Fax:	Home	Work:	(if convenient)		
Email:	Home	Work:	(if convenient)		

Please provide the names of two referees willing to support your application indicating their relationship to you. Please note that we require at least one reference from the current/most recent employer and one from a previous employer (or an academic supervisor if you have not had a previous employer). Please ensure we have an alternative contact method other than an address eg fax, telephone number or email address. **Please indicate whether or not we may contact your referees.**

1 Name:	Status:
Address:	Telephone:
	Fax:
	Email:
	Contact Referee: <input type="checkbox"/> YES <input type="checkbox"/> NO

2 Name:	Status:
Address:	Telephone:
	Fax:
	Email:
	Contact Referee: <input type="checkbox"/> YES <input type="checkbox"/> NO

How much notice do you have to give your present employer?

Additional information that may be important for this application (eg temporary address, forthcoming holidays etc):

Present/Most recent employer:

Most recent basic salary: London weighting (if applicable):

Other remuneration (eg bonus/overtime/salary supplement):

Total salary (including all the above):

Please note that this information will be verified at a later stage of the application process.

Monitoring information

LSE is a diverse employment community, committed to fair and consistent treatment of job applicants. The information provided on this form will be used to monitor the effectiveness of our recruitment processes in meeting this objective. The information we ask you to provide here will be treated confidentially and will not be made available to the selection committee.

Date of birth: Day Month Year Gender: ☐ Male ☐ Female

Nationality: Do you require a work permit?

Ethnic group membership

The collection of ethnicity data is important to LSE because it enables us to monitor the impact of our race equality policy and the extent to which the School meets the requirements of the Race Relations (Amendment) Act (2000). We are very grateful to you for taking the time to complete this section of the form.

White – British	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
White – Irish	<input type="checkbox"/>	Other Asian background	<input type="checkbox"/>
Other white background	<input type="checkbox"/>	Mixed – White and Black Caribbean	<input type="checkbox"/>
Black or Black British – Caribbean	<input type="checkbox"/>	Mixed – White and Black African	<input type="checkbox"/>
Black or Black British – African	<input type="checkbox"/>	Mixed – White and Asian	<input type="checkbox"/>
Other Black background	<input type="checkbox"/>	Other Mixed background	<input type="checkbox"/>
Asian or Asian British – Indian	<input type="checkbox"/>	Other Ethnic background	<input type="checkbox"/>
Asian or Asian British – Pakistani	<input type="checkbox"/>	Not known	<input type="checkbox"/>
Asian or Asian British – Bangladeshi	<input type="checkbox"/>	Information refused	<input type="checkbox"/>

Other please specify:

How did you learn of this vacancy? Please specify publication if appropriate

If you are shortlisted for interview, do you require special provisions to be made?

eg to accommodate any disability you may have

Do you have an unspent criminal conviction? ☐ Yes ☐ No If yes please give details including dates

Note: If you are convicted later, during the application process, you are required to inform the Human Resources Division of the details.

The information is held for equal opportunities monitoring purposes. The information provided on this form will be stored on the HR database. Some information will be shared with other LSE databases for general administration purposes. Departments will be supplied with ethnicity profiles for each grade of staff within the department to inform their race equality plans. Information supplied in statistical returns to government, funding or other organisations will be anonymised. It is voluntary to provide information regarding ethnic origin and disability.

Your signature will certify that all the information you have provided is accurate. The School may wish to check any of the details you have provided. Providing incorrect information or deliberately concealing any relevant facts may result in disqualification from the selection process or, where the discovery is made after appointment, this may result in summary dismissal.

Signature: Date: