



PLEASE STATE THE POSITION YOU ARE APPLYING FOR /
THE SERVICE YOU WISH TO PROVIDE:

(Must be completed or application will not be processed)

**Please note that some posts are subject to an Enhanced Criminal Records Check (CRC)
Disclosure deemed acceptable by the Club.**

Some roles within the Club require a basic or enhanced CRC and may include checks against the Barred List. Please be honest and state all relevant convictions/cautions in the Self-Declaration form – which forms part of your application. Please note for roles that are exempt from the Rehabilitation of Offenders Act (1974), you are required to include details of all spent convictions that have not been subject to filtering by the CRC we will discuss this with you as part of the recruitment process.

Newcastle United Football Company Limited (the Club) is committed to safeguarding and promoting the welfare of children, young people and adults at risk of harm and expects all staff, volunteers and others associated with the Club to share and endorse this commitment.

The Club is an equal opportunities employer and is committed to equality and diversity.

Employees are required to ensure a positive commitment towards equality & diversity at all times. You must ensure that you treat others fairly and with respect. Your behaviour must align to the principles of equality as outlined in the Clubs equality policy. Employees must not commit any form of direct or indirect discrimination, victimisation or harassment of any description and must promote working relationships between all internal and external stakeholders.

This application form should be completed in full by the applicant where possible.

If you require this application form in a different format please contact us to discuss your requirements.

On completion of this application form please send it, along with any other documentation requested to:

Recruitment
Newcastle United Football Club
St. James' Park
Newcastle upon Tyne
NE1 4ST

Would you require any adjustments in relation to any interview / physical premises / assessment if you were selected for interview / assessment? If so, please detail below:



PERSONAL DETAILS (Please use block capitals)

Surname: _____

Forename/s: _____

Address: _____

Postcode: _____

Contact number/s: _____

Email/s: _____

National Insurance No:

Have you worked at NUFC before? (Please tick)

- Yes as an employee
- Yes as an agency worker
- Yes as a service provider (e.g. scout)
- No

If 'yes' please give details (name & job title):

Please state if you are related to anyone employed by NUFC? (Please tick)

- Yes
- No

If 'yes' please give details (name & job title):



EMPLOYMENT HISTORY (Please use block capitals)

Current / most recent employer:

Please list all previous employment history starting with the most recent

Continue on a separate page if required

If you do not have any previous employment please state any work experience that you may have.

Club Name	Job Title	Main Duties	Dates From/To	Reason for Leaving	Rate of Pay/ Annual Salary



Please provide details to explain any gaps in your employment history and/or education history:

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EDUCATION AND QUALIFICATIONS

Place of study	Subject and Level	Grade

MEMBERSHIP OF PROFESSIONAL BODIES (not including trade unions or political parties)

Name of Association	Date Awarded



PERSONAL STATEMENT

If you wish, please give any other details as to why you consider yourself suitable for this post stating any skills, knowledge and/or experience, which you believe is relevant:

A large empty rectangular box intended for the applicant to provide their personal statement.



REFERENCES

Please provide details of two people who can provide references - one of whom must be your Line Manager/Head of Department from your current/most recent employer:

Name of Employer: _____

Name/s of referee: _____

Job Title: _____

Contact Email: _____

Contact Number/s: _____

Address: _____

_____ Postcode: _____

If the above referee is from your current place of employment please confirm whether you give permission for the Club to contact the above references prior to any offer of employment being made? (Please tick)

Yes No

Name of Employer: _____

Name/s of referee: _____

Job Title: _____

Contact Email: _____

Contact Number/s: _____

Address: _____

_____ Postcode: _____

If the above referee is from your current place of employment please confirm whether you give permission for the Club to contact the above references prior to any offer of employment being made? (Please tick)

Yes No



RIGHT TO WORK IN THE UK

Do you hold British Citizens Status and / or the unrestricted Right to Work in the UK? (Please tick)

Yes

No

Do you require a Work Permit to work in the UK? (Please tick)

Yes

No

Are there any restrictions which might affect your right to take up employment in the UK? (Please tick)

Yes

No

If yes, please give details: _____

For further information on the right to work in the UK please go to: www.ukba.homeoffice.gov.uk

DATA PROTECTION

“Data Protection Legislation” means all applicable laws and regulations relating to the processing of personal data and privacy in any relevant jurisdiction including without limitation the GDPR, the Data Protection Act 2018, the Privacy and Electronic Communications Regulations, the Regulation of Investigatory Powers Act 2000, the Telecommunications (Lawful Business Practice)(Interception of Communications) Regulations 2000 (SI 2000/2699) and any order, guidelines and instructions issued by a relevant national regulator or judicial authority in England or the European Union;

“GDPR” means the General Data Protection Regulation (CEU 2016/679) and any national implementing laws, regulations and secondary or related legislation (including as transposed into domestic legislation); We will comply with the provisions of the General Data Protection Regulation, the Data Protection Act 2018 and the Privacy and Electronic Communications Regulations.

DECLARATION (Please read this carefully before signing this application)

I confirm that the information I have provided is complete, correct, truthful and accurate. I have omitted no facts that could affect my employment. I understand and agree that any false or misleading information will give the Club the right to withdraw any offer of employment offered.

I declare that the information I have given in this application is true and accurate. I understand that providing misleading or false information may result in a withdrawal of any employment offer or, if already appointed, may result in disciplinary action being taken which may result in dismissal.



I understand that any job offer is subject to a minimum of two satisfactory references, completion of a 6 month probationary period (during which time your performance will be monitored and assessed), your right to work in UK, an Enhanced CRC Disclosure deemed acceptable by the Club (where applicable) and/or any other condition stipulated by the Club or by law

Name: _____

Signature: _____

Date: _____



NUFC EQUAL OPPORTUNITIES MONITORING FORM

The following three pages will be removed from the application form upon receipt.

It is not mandatory to complete this form.

Completion of this form will assist us with our equality and diversity monitoring. The information requested in this form is Special Category Data for the purposes of Article 9 of the General Data Protection Regulation. If you complete this form, please confirm that you give consent for us to collect this data:

I hereby give and confirm my Consent for Newcastle United to process this data in accordance with its Applicant Privacy Policy (a copy of which is provided to all applicants and can be found online at <https://www.nufc.co.uk/media/37516/gdpr-2-applicant-privacy-policy.pdf>): Yes

Position you are applying for:

The Club does its best to promote equality of opportunity and to ensure that people are selected for employment on the basis of their suitability and are treated fairly, regardless of race, sex, marital status, disability, age, religion or any other aspect not related to job performance. We need to be sure that we deliver on our promises, so we use this form to check on progress. The form is not used for selection purposes but to monitor the decisions made, and to ensure they are made fairly.

Please provide details about yourself (please tick boxes that apply):

Gender

Are you:

Male Female Prefer to self-describe I'd rather not say

Please self-describe: _____

Do you identify as Trans:

Yes No I'd rather not say

If you identify as trans and have undergone, are undergoing or intend to undergo gender reassignment, are you:

Trans with an acquired gender of female
Trans with an acquired gender of male
I'd rather not say



Sexual Orientation

How would you describe your sexual orientation?

Heterosexual	<input type="checkbox"/>	Bisexual	<input type="checkbox"/>
Gay/Lesbian	<input type="checkbox"/>	Questioning	<input type="checkbox"/>
Prefer to self-describe	<input type="checkbox"/>	I'd rather not say	<input type="checkbox"/>

Please self-describe: _____

How would you describe your relationship status?

Married	<input type="checkbox"/>	In a Civil Partnership	<input type="checkbox"/>
Single	<input type="checkbox"/>	I'd rather not say	<input type="checkbox"/>
Other/Not listed	<input type="checkbox"/>		<input type="checkbox"/>

If Other/Not listed please state: _____

Do you have any children under the age of 18?

Yes No I'd rather not say

Age

How old are you?

Under 17	<input type="checkbox"/>	30 – 39	<input type="checkbox"/>	60 – 69	<input type="checkbox"/>	I'd rather not say	<input type="checkbox"/>
18 – 20	<input type="checkbox"/>	40 – 49	<input type="checkbox"/>	70 – 79	<input type="checkbox"/>		
21 – 29	<input type="checkbox"/>	50 – 59	<input type="checkbox"/>	80 or older	<input type="checkbox"/>		

Disability

Do you consider yourself to have a disability? (Please tick)

Yes No I'd rather not say

If yes, please tell us more about it so we can support you through any application processes:



Ethnicity

How would you describe your ethnic background?

White:

- British
- Irish
- Traveler
- Any other white background

Black or black British:

- African
- Caribbean
- Any other Black Background

Asian or Asian British:

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian Background

Multiracial:

- White and black Caribbean
- White and black African
- White and Asian
- Any other mixed background

Arabian:

- Arab
- Any other Arabian Background

Other:

- I'd rather not say
- Please self-describe: _____

Religion / Beliefs

How would you describe your religion or belief?

- | | |
|--|---|
| Christian (all denominations) <input type="checkbox"/> | Buddhist <input type="checkbox"/> |
| Hindu <input type="checkbox"/> | Jewish <input type="checkbox"/> |
| Muslim <input type="checkbox"/> | Sikh <input type="checkbox"/> |
| No religion <input type="checkbox"/> | I'd rather not say <input type="checkbox"/> |

Other not listed / prefer to self-describe (please specify) _____

Signature _____ **Date** _____