



Cabinet Office

Government Appointments Application Form

Please complete all sections of this form and return it by post or email:

Cabinet Office
Third Floor
Central Government Office
Douglas
IMI 3PN

email: andy.johnstone@gov.im

Appointment(s) applied for

Title (Mr/Mrs/Miss/Ms/Other ... specify)

Surname

First name(s)

Home address

Telephone number

Mobile number

Email address

2. CRIMINAL OFFENCES

Do you hold a criminal conviction that is not considered spent in accordance with the Rehabilitation of Offenders Act 2011? (Please tick the appropriate box)

Yes No

Have you ever been convicted of a criminal offence?

Yes No

The question below applies to appointments considered exempt under the Rehabilitation of Offenders Act 2001: (If you are unsure whether the appointment for which you are applying is exempt under the Act, please refer to the information provided for the appointment. Any exemptions will be clearly identified.

Are you currently the subject of any criminal proceedings?

Yes No

If the answer is Yes to any of the above questions, please supply details in Section 7 - Further Information

3. EMPLOYMENT AND PUBLIC APPOINTMENT HISTORY TO DATE

Please provide brief details of your employment history and other relevant experience

Please provide brief details of any public appointments held, involvement in the community or voluntary experience

4. ROLE PROFILE AND PERSON SPECIFICATION EVIDENCE

Please provide relevant details of your skills and experience which fulfil the requirements of the appointment in relation to the role profile and person specification. If you are applying for more than one appointment, please ensure that you provide sufficient evidence for each role. This can be included in Section 7 - Further Information, if necessary.

5. QUALIFICATIONS

Please list relevant educational, professional or vocational qualifications

6. REFERENCES

Please give details of two people who may be asked to act as referees for you. They will be expected to have authoritative and personal knowledge of your achievements. The first referee will be asked to comment in a professional or other activity-based capacity. The second referee will be asked to comment in a personal capacity

Reference One:

Name

Address

Telephone Number

Email Address

Reference Two:

Name

Address

Telephone Number

Email Address

7. FURTHER INFORMATION

Applicants are invited to submit a CV in addition to a fully completed application form. Please indicate if you are submitting a CV with this application by placing an 'X' in the box

CVs can be submitted electronically with this application form to andy.johnstone@gov.im or posted to the Cabinet Office, Third Floor, Central Government Office, Douglas, IMI 3PN

If there is any other general information you wish to include, please do so below.

8. POTENTIAL CONFLICTS OF INTEREST

Please give details of any business or any private, voluntary, charitable, political interest or personal connections which might be material or relevant to the work of the body concerned or which, if you are appointed, could be misconstrued or cause embarrassment to the body or Isle of Man Government. These could include financial interests or share ownership, membership of societies, activities, associations or employment of a partner or friend in the particular field in which the public body operates. Please see the Information Pack regarding Conflicts of Interest for further information. Also, if you are successful in your application and during your term of appointment find that your personal circumstances change in a way which may create a conflict of interest or potential conflict of interest, you will be expected to declare this.

Any potential conflicts of interest detailed here will not prevent your application being considered but may, if appropriate, be explored with you as part of the appointments process.

I understand that my personal details may be held both electronically and manually, solely for the purposes of public appointments and will be subject to the requirements of the Data Protection Act 2002.

Completed application forms can be submitted electronically to andy.johnstone@gov.im or by post to the **Cabinet Office, Third Floor, Central Government Office, Douglas, IM1 3PN**