

CONFIDENTIAL RECORD

**Teaching Professor Application**

**(for use by current staff)**

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| DETAILS OF POSITION APPLYING FOR: | | | | |
| Position applied for: | | Assistant Teaching Professor / Associate Teaching Professor / Teaching Professor | | |
| PERSONAL DETAILS: | | | | |
| First Name: |  | | Surname: |  |
| Preferred Name: |  | | Title: |  |
| Address: |  | | Home Telephone: |  |
|  |  | | Work Telephone: |  |
|  |  | | Mobile Telephone: |  |
| Postcode: |  | | Email Address: |  |
| National Insurance Number: | |  | | |
| ORCiD identifier | |  | | |
| Current School/Department: | |  | | |

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| REFERENCES: | | | |
| Please provide the names and addresses of two external referees we can contact regarding your suitability for this role. | | | |
| REFERENCE 1: | | REFERENCE 2: | |
| Name: |  | Name: |  |
| Position/Relationship: |  | Position/Relationship: |  |
| Address: |  | Address:: |  |
|  |  |  |  |
|  |  |  |  |
| Postcode: |  | Postcode: |  |
| Telephone number: |  | Telephone number: |  |
| Email address: |  | Email address: |  |

QUALIFICATIONS

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| SCHOOL EDUCATION: | | | |
| Please include all relevant qualifications you currently hold and those you are working towards, starting with the most recent. If you are waiting for confirmation of grade, please put “expected grade” and “date expected”. | | | |
| Subject: | Mode of Study: | Qualification: | Class/Grade: |
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| FURTHER / HIGHER EDUCATION: | | | |
| Please include all relevant qualifications you currently hold and those you are working towards, starting with the most recent. If you are waiting for confirmation of grade, please put “expected grade” and “date expected”. | | | |
| Subject: | Mode of Study: | Qualification: | Class/Grade: |
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| POSTGRADUATE / PROFESSIONAL QUALIFICATIONS AND PROFESSIONAL MEMBERSHIPS: | | | | | | | |
| Please include all relevant qualifications and professional memberships you currently hold and those you are working towards, starting with the most recent. If you are waiting for confirmation of a grade, please put “expected grade” and “date expected”. | | | | | | | |
| Subject/ Membership: | | Mode of Study: | | | Qualification: | | Class/Grade: |
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| **You MUST attach a separate list of all your publications** | | | | | | | |
| DETAILS OF CURRENT (OR MOST RECENT) EMPLOYMENT AT THE UNIVERSITY OF BOLTON: | | | | | | | |
| Position held: | | |  | | | | |
| Details of duties / degree of responsibility: | | | | | | | |
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| Employers name and address: | | | | Employment details: | | | |
| Grade: |  | | | Start date (current role): | |  | |

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| DETAILS OF PREVIOUS EMPLOYMENT: | | |
| Please provide details of position held, brief details of duties, degree of responsibility and reason for leaving. | | |
| Position Held: | Employer: | Dates: |
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RELEVANCE TO THE CRITERIA

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| SUPPORTING INFORMATION TO ADDRESS THE GENERAL AND SPECIFIC CRITERIA: |
| Please use this section to demonstrate how you meet the criteria as laid out in the ‘Criteria and Procedures for the Awards of the Titles of Professor and Reader’ with particular attention to the criteria (general and specific) in Section 2.  The Professorial Panel may assume that you do not meet any criterion that you do not address.    Please attach additional sheets if necessary.  Submission of a CV is necessary for certain categories of appointment; please refer to the ‘Criteria and Procedures for the Awards of the Titles of Professor and Reader.’  However, you MUST provide a separate list of **all publications** in support of your application. |
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| DECLARATION: |
| I understand that the personal data on this application form is needed to process my application for the position and that should I be unsuccessful, it will be destroyed twelve months after the appointment of the successful candidate. Any pre-employment information kept on the personnel database about the successful candidate will also be deleted twelve months after appointment.  Should I be successful in my application for the position, I understand that the University of Bolton will create and maintain computer and paper records on me based initially on the information provided in this application form. During the course of my employment, and after I leave, these records will be processed in accordance with the Data Protection Act (1998).  By ticking the box below, you are consenting that the information in the records may be used both internally within the University of Bolton and to relevant external bodies and for references to potential employers and other organisations.  Furthermore, you are certifying that to the best of your knowledge and belief, the information provided in all parts of the application is correct.  Please tick the box to confirm you understand and agree to the above declaration: |
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| Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| HOW TO APPLY: |
| Please return this form to the Chair of the Professorial Appointments Committee, Prof. Patrick McGhee: [P.McGhee@Bolton.ac.uk](mailto:P.McGhee@Bolton.ac.uk) |