**S4 Staff Personnel File**

**Appendix 1**

|  |  |
| --- | --- |
| Full Name: | Date of Birth: |
| Full Address: | Postcode: |
| Telephone Number (Home): | Mobile Number:  |
| Start Date with Local Government: | Start Date in Current Post: |
| Position: |  |
| Contract Hours: | Personnel No:  |
| National Insurance No: |  |
| Special Requirements: |  |
|  |  |
| **PHOTOGRAPH** | **NEXT OF KIN** |
|  | **Full Name:** **Relationship:** **Full Address:** **Telephone No: (Home):** **Telephone No: (Mobile):** **Full Name:** **Relationship:** **Full Address:** **Telephone No: (Home):** **Telephone No: (Mobile):** |

#