

Application for the post of:

Name of Home:

A. PERSONAL DETAILS (Please complete in BLOCK CAPITALS)

1. Surname:

2. Forename(s):

3. Address:

.....

..... POST CODE

4. Telephone:

5. * Nationality:

6. * Ethnic Origin (please tick as appropriate):
African/Asian/Caribbean/UK European/Irish/Other European/Other

7. In order that we can be aware of any potential risks to you whilst in our employment, please identify any actual or potential health and safety risks to you that might arise i.e. including the lifting and carrying of residents.

.....
.....
.....

8. Available to take up employment with effect from (date):/...../.....

9. Prepared to work (please delete where appropriate) **FULL / PART TIME**

10. Are you prepared to work night shift? **YES / NO**

* **Note:** This Company is an equal opportunities employer and we strive to ensure that no job applicant or employee receives less favourable treatment on the grounds of sex, handicap, marital status, creed, colour, race or ethnic origin. The request for Ethnic origin information is only for the purpose of collating information on the broad range of ethnic minority groups that are or may be employed by the organisation at any time.

B. DRIVING

11. Do you own a car? YES / NO

12. Do you hold a current driving licence? YES / NO

13. Please give details of any current endorsements:

.....
.....

C. PRIOR TRAINING/QUALIFICATONS (including Education Grades)

D. FULL EMPLOYMENT RECORD

Present/last employer:

Nature of business:

Address:

.....

Starting date:/...../..... Leaving date:/...../.....

Job title:

Main duties:

Previous employer:

Nature of business:

Address:

Starting date:/...../..... **Leaving date:**/...../.....

Job Title:

Main duties:

E. Please list full employment history, which includes any gaps in employment:-
(continue on separate sheet if necessary)

F. GENERAL

14. Give details of interests and hobbies:

15. If offered this post, do you intend to seek or continue to work in any other capacity?
If 'Yes', please give details below including total max hours worked per week:

YES/NO

16. Do you have any personal connections with any of the residents or staff in this Home? If 'Yes', please give details:

YES/NO

G. REFERENCES

Please supply below, details of two people from whom references can be sought. Under normal circumstances, one of these should be your current or most recent employer.

1.
Name:
Address:
.....
Postcode: Telephone:

2.
Name:
Address:
.....
Postcode: Telephone:

G. REHABILITATION OF OFFENDERS

Because of the nature of the work involved, this post is exempt from the provisions of the Rehabilitation of Offenders Act. Your entitlement to withhold any information, which for other purposes is 'spent' does not therefore apply. Please give details of any **convictions** below. Failure to disclose convictions could lead to dismissal. Any disclosure will be treated in strict confidence and will be considered only in relation to this application.

17. Please give here **brief reasons** why you are leaving / or have left your present employment:

18. When requested to attend interview please bring with you **Three** forms of identification i.e. Birth Certificate, Driving License, Passport etc. One of which includes a photograph.

19. DECLARATION

I confirm that the information given on this form is true and accurate.

Signed: **Date:**

This permanent position is subject to clearance from the Criminal Records Bureau.