

## APPLICATION FORM

**Job Title:**  **Ref:**   
**Location:**

### Personal details

**First Name:**  **Title:**   
**Last Name:**

If you have any previous names, for example a maiden name, or if you have changed your name by Deed Poll, please record them below:

**Date of Birth:**

**Address:**

**Tel Home:**

**Tel Mobile:**

**E mail:**

**National Insurance No:**

### Employment History

**Current or most recent employer:**

**Address:**

**Job Title:**

**Dates of employment:**

**Salary:**

**Notice Required:**

## Previous Employment

Enter details of all your employment history, including periods of non-employment, unpaid work, voluntary work and study. You must explain all gaps and managers will check this if you are called for interview.

Name and address of previous employers	Post Held	From	To	Reason for Leaving

Have you worked/lived abroad? Yes  No

## Qualifications

Please give details of GCSE's further education and Professional Qualifications, Degrees, Diploma etc., held of being studied for.

Qualification	Grade	Year Obtained

**Based on the job specification please provide a personal statement that will support your suitability for the role. Please use the below space provided.**

**General**

Do you possess a current driving licence? Yes  No

Details of endorsement(s) if any, during the last 10 years:

Do you possess a PCV licence? Yes  No

Do you possess a Private Hire licence? Yes  No

Do you have enhanced DBS clearance? Yes  No

The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended), the provisions of Sections 4(2) and 4(3)(b) of the Rehabilitation of Offenders Act 1974 do not apply to:

Persons whose employment means that they are working in a **'regulated position'** within the meaning of the Criminal Justice and Court Services Act 2000. This covers persons whose employment involves them in having unsupervised contact with children under arrangements made by a responsible person. This means that all convictions, cautions and bind-overs, including those regarded as spent must be declared.

Please give details of all criminal convictions. If none please enter 'none' in the box. If you have any convictions cautions or bind-overs please attach details of your record in a sealed envelope marked confidential and attach to this application.

Referees:

Please give the name and contact details of two referees. One should be your most recent or current employer

Name: Relationship to you:  Company: Address:      Telephone: E mail address:
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References will be sought

Do you have any family or close relationships to any employee's of this company?  
If so please state the persons name and your relationship to them.

Name:	Relationship:
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Are you disqualified from working with children by being on List 99, PoCA, PoVA or subject to sanctions imposed by a regulatory body?

A person who is barred from working with children or vulnerable adults will be breaking the law if they work or volunteer, or try to work or volunteer with those groups.

Yes  No

Please note that the successful candidate will need to provide or seek a full DBS disclosure.

**Declaration**

I certify that the information I have provided on this form is true. I understand that if I give false information or withhold relevant information it could result in my application being rejected or my dismissal if appointed or in some cases the Police may be contacted.

Signature:  Date:

Please return this application form to: