

 Care Home

Application Form

Role Applied For:

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| Position Applied For: |  |
| Location: |  |
| Where Did You See This Position Advertised: |  |

Personal Details:

|  |  |
| --- | --- |
| Initial: |  |
| Surname: |  |
| Address: |  |
| Postcode: |  |
| Contact Phone Numbers (Day/Night): |  |
| Email Address: |  |
| Nurse Pin Number & Validity Dates: |  |
| SSSC Number & Status: |  |
| Do You Require A UK Work Permit (Yes/No): |  |
| If yes, please attached evidence of Share Code and Date of Birth with this application |  |

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| --- | --- |
| Please list your Academic and Professional Qualifications: |  |
| Please list any memberships of professional bodies: |  |

Please List Any Relevant Training Courses Attended

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Employment History

Present/Most Recent Employer:

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| --- | --- |
| Name of Employer: |  |
| Position Held: |  |
| Dates of Employment (Month/Year): |  |
| Salary: |  |
| Notice Period: |  |
| Reason for Leaving: |  |
| Outline of Main Duties: |  |

Previous Employment:

|  |  |
| --- | --- |
| Name of Employer: |  |
| Position Held: |  |
| Dates of Employment (Month/Year): |  |
| Salary: |  |
| Reason for Leaving: |  |
| Outline of Main Duties: |  |

|  |  |
| --- | --- |
| Name of Employer: |  |
| Position Held: |  |
| Dates of Employment (Month/Year): |  |
| Salary: |  |
| Reason for Leaving: |  |
| Outline of Main Duties: |  |

|  |  |
| --- | --- |
| Name of Employer: |  |
| Position Held: |  |
| Dates of Employment (Month/Year): |  |
| Salary: |  |
| Reason for Leaving: |  |
| Outline of Main Duties: |  |

Please continue on additional sheet if necessary, ensuring employment history

dates back to year of leaving school. Any gaps must be accounted for.

Additional Information:

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| Having reviewed the job description, please highlight, in the section below, why you are applying for this position and highlight any knowledge, experience or skills you think are relevant. Please include any skills or experience that may have been gained through voluntary work, unpaid work, and community activities or through domestic or family experience. |
|  |
| Thinking about our values below, please answer the following questions: **Kind Passionate Inclusive Trusted Respectful**  |
| 1. What's important to me? 2. What do people like and admire about me?3. When am I at my best? |

References:

Please supply the names and full postal addresses of two referees. One should be from your current employer and one from a previous employer. In cases of only ever having one job, the 2nd reference should be an educational/and or character reference. Relatives should not be given as referees.

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| --- | --- |
| Name of Referee 1: |  |
| Company Name: |  |
| Position Held: |  |
| Telephone Number: |  |
| Email Address: |  |
| Outline of Your Working/Personal Relationship (Your Direct Line Manager/Colleague/Personal Referee: |  |

|  |  |
| --- | --- |
| Name of Referee 2: |  |
| Company Name: |  |
| Position Held: |  |
| Telephone Number: |  |
| Email Address: |  |
| Outline of Your Working/Personal Relationship (Your Direct Line Manager/Colleague/Personal Referee: |  |

Criminal Records & The Rehabilitation of Offenders Act 1974:

Given the nature of the industry (Health & Social Care), this role is exempt from the Rehabilitation of Offenders Act 1974, and you will be required to undergo an enhanced Disclosure Scotland check.

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| --- | --- |
|  Are you disqualified from work with vulnerable adults through the regulatory body lists?  | Yes / No |
|  Are you subject to sanctions or conditions imposed by an employer, regulatory or professional body? | Yes / No |
|   Are yousubject to disciplinary action or investigation by an employer or professional body? | Yes / No |
|   Have you ever been dismissed from a previous employment? | Yes / No |
|  Do you have any convictions, cautions, or bind-overs? (*Bind-overs apply to England only*) | Yes / No |
|  If yes, please provide details in a sealed envelope marked “Confidential, and for the attention of the Home Manager” |

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| Do you have any family connection or close relationship to existing Employees, Employers or people using the service?If yes, please give details. |

We are committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The organisation - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of customers or the public.

This organisation is committed to safeguarding and promoting the welfare of vulnerable adults and expects all staff and volunteers to share this commitment.

I declare that the details given in this application form are accurate, and I accept that should any of the details be subsequently found to be false, I may be subject to my application and potential/employment being terminated without prejudice, in any way whatsoever, to the Company.

**Signature:**

**Name:**

**Date of Signature:**