

Barnsdales

Employment Application Form

Section 3. Education and Training

Education

Qualification(s) obtained and those currently being pursued

Institution	Qualification

Training

Work related courses

Course title & subjects covered	Training organisation

Membership of professional bodies

Body _____
 Registration N° _____
 Body _____
 Registration N° _____

Membership status _____
 Renewal date _____
 Membership status _____
 Renewal date _____

Other relevant work

Please disclose if you have any other job or receive income from any work you do or intend to do outside of your mainstream employment, also include voluntary, unpaid work, community work.

Nature of Activity

Section 4. Relevant Experience and Skills

Shortlisting and selection will be based on the criteria set out in the key skills and person specification sections of the job description.

Please demonstrate how you will satisfy each part of the Job description, drawing on your personal and work experience, skills, education and training.

The information on this sheet will be separated from your application as soon as it is received. It will not be passed on to anyone involved in short listing or appointment to this post.

Section 5. References

Please give the name, address and telephone number of two referees. One should be your current or most recent employer.

Name	_____	Email address	_____
Position	_____		
Address	_____		
Post code	_____	Telephone N ^o	_____
Name	_____	Email address	_____
Postion	_____		
Address	_____		
Post code	_____	Telephone N ^o	_____

May your present employer be contacted if you are shortlisted? Yes No

Do you require a work permit to work in the UK? Yes No

Have you ever been convicted of a criminal offence? Yes No

(Declaration subject to the Rehabilitation of Offenders Act)

If yes, please give details _____

Data Protection Act 1998

Information provided by you in section 6 of this application form will be kept for the purposes of monitoring. It will be copied for use during the recruitment process. Once the recruitment process is completed, the data will be stored for a maximum of 6 months and then destroyed. If you are the successful candidate, relevant information will be taken from this form and used as part of your Human Resources record.

The information on this sheet will be separated from your application as soon as it is received. It will not be passed on to anyone involved in short listing or appointment to this post.

Section 6. Personal Details

First name	_____	Surname	_____
Title (Mr/Mrs/Ms etc)	_____	Email	_____
Address	_____		
Home Telephone N°	_____	Post code	_____
Current or most recent salary and benefits	_____		
May we contact you at work?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Daytime Telephone	_____	Evening Telephone	_____

Section 7. Equality of Opportunity

Barnsdales operates an equal opportunity policy. To help us monitor its effectiveness, please complete this section and tick the appropriate boxes below:

Do you currently work for Barnsdales or one of its subsidiaries?

Yes No

Are you related to any employee of the company?

Yes No

What is your gender?

Male Female

Would you describe yourself as having a disability?

Yes No



Please tick the box from the list below which best describes the ethnic group to which you belong:

<p>White</p> <p>British <input type="checkbox"/></p> <p>Irish <input type="checkbox"/></p> <p>Any other white background <input type="checkbox"/></p> <p>Please specify _____</p>	<p>Black or Black British</p> <p>Black Caribbean <input type="checkbox"/></p> <p>Black African <input type="checkbox"/></p> <p>Any other black background <input type="checkbox"/></p> <p>Please specify _____</p>	<p>Asian or Asian British</p> <p>Indian <input type="checkbox"/></p> <p>Pakistani <input type="checkbox"/></p> <p>Bangladeshi <input type="checkbox"/></p> <p>Any other Asian background <input type="checkbox"/></p> <p>Please specify _____</p>
<p>Mixed</p> <p>White & Black Caribbean <input type="checkbox"/></p> <p>White & Black African <input type="checkbox"/></p> <p>White & Asian <input type="checkbox"/></p> <p>Any other mixed background <input type="checkbox"/></p> <p>Please specify _____</p>	<p>Chinese or other ethnic group</p> <p>Chinese <input type="checkbox"/></p> <p>Any other ethnic background <input type="checkbox"/></p> <p>Please specify _____</p>	

To help us monitor our advertising policy, please say where you saw this post advertised

Declaration

I declare that the information contained in this application is, to the best of my knowledge and belief, complete and correct. I understand that if I have knowingly provided false information, I may be disqualified or dismissed after appointment.

I consent to the use of this information as outlined above.

Signature _____ Date _____

Alternatively, if you are completing this form on line, please check this box to denote your consent to the use of this information as outlined above

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