

APPLICATION FROM

Title: (tick appropriate box)	Miss	<input type="checkbox"/>	Mr	<input type="checkbox"/>	Mrs	<input type="checkbox"/>	Ms	<input type="checkbox"/>
Name:								
Phone: (home)					(mobile)			
E-mail:								
Address:								
NI Number:					D.O.B:			
Entitled to work in the UK?	Yes			<input type="checkbox"/>	No			<input type="checkbox"/>
Do you require a visa? (if yes, what type?)	Yes			<input type="checkbox"/>	No			<input type="checkbox"/>
Are you able to drive?	Yes			<input type="checkbox"/>	No			<input type="checkbox"/>

Skills & Interests	
Educational Background: (please tick appropriate boxes)	
GCSE or equivalent (O Levels etc.)	<input type="checkbox"/>
NVQ/QCF	<input type="checkbox"/>
Degree	<input type="checkbox"/>
Other qualification	<input type="checkbox"/>
Please give more information around these:	
Current Occupation:	
Hobbies, Interests, Skills:	

Why do you want to work for us? (max of 500 words)

Previous Employment: (most recent first)			
Previous employer:			
Employed from:		Employed to:	
Job title:		Reason for leaving:	
Previous employer:			
Employed from:		Employed to:	
Job title:		Reason for leaving:	
Previous employer:			
Employed from:		Employed to:	
Job title:		Reason for leaving:	

Is there a client or group with whom you are particularly interested in working?					
No preference	<input type="checkbox"/>	Males	<input type="checkbox"/>	No client working	<input type="checkbox"/>
Elderly	<input type="checkbox"/>	Females	<input type="checkbox"/>	Other:	<input type="checkbox"/>

Availability

At what times are you interested in working?			
Flexible	<input type="checkbox"/>	Prefer weekends	<input type="checkbox"/>
Prefer daytime	<input type="checkbox"/>	Prefer evenings	<input type="checkbox"/>
Other:	<input type="checkbox"/>		
There are times during the week that I cannot work:			

Do you have a geographic preference as to where you do work?							
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Ipswich	<input type="checkbox"/>	Lowestoft	<input type="checkbox"/>	Stowmarket	<input type="checkbox"/>	Bury	<input type="checkbox"/>
Haverhill	<input type="checkbox"/>	Sudbury	<input type="checkbox"/>	Newmarket	<input type="checkbox"/>	Hadleigh	<input type="checkbox"/>
Mildenhall	<input type="checkbox"/>	Colchester	<input type="checkbox"/>				
These areas may cover surrounding towns/villages etc. as well							

References

How did you hear about us?			
Online job site (Gumtree, Linked In etc.)		From client of the organisation	
Referred by a volunteer		Referred by a friend	
Job Centre		Other: (Please state in box underneath)	
Social media (Instagram, Twitter, Facebook)			
If it was an online job site or social media, please state:			

Disclosure and Barring Check

Name and contact details of two referees:			
Name:		Contact number:	
E-mail:			
Employer/university name:		Job title/relationship to you:	
Address		Type of reference:	
		Employment	
		Educational	
		Personal	
Name:		Contact number:	
E-mail:			
Employer/university name:		Job title/relationship to you:	
Address		Type of reference:	
		Employment	
		Educational	
		Personal	
Do you have any criminal convictions?			
Yes		No	
Date:	Type of conviction:	Offence:	

Equality & Diversity Information

Disclaimer – this information is recorded and used for reporting purpose only and will not be used as part of the selection process.

Country of birth:		Nationality:	
Gender:			
Male		Female	Prefer not to disclose
Marital status:			
Single		Married	Divorced
Widowed		Civil partnership	Prefer not to disclose
Ethnic Origin:			
White		Asian or Asian British	Mixed
Chinese		Black or Black British	Not disclosed
Prefer not to disclose		Other ethnic group (state if you wish)	
Religion:			
Christian		Jewish	Muslim
Sikh		Hindu	Buddhist
Atheist		No religion	Prefer not to disclose
Sexual orientation:			
Heterosexual		Lesbian	Gay
Bisexual		Pansexual	Prefer not to disclose
Do you have a disability?			
Yes		No	If yes, please state:

Declaration

I consent to Leading Lives using the information provided to carry out check from this application form and understand that this will be used when making a decision about my suitability to work with or be in regular contact with vulnerable adults.

I understand that Leading Lives will share any information they obtain about me with other organisations where the law requires them to, including where information raises concern of an adult/child protection nature.

To the best of my knowledge, the information I have supplies on this form is correct.

I understand that giving false information or omitting relevant information could disqualify my application, and if I am appointed, could lead to an offer being withdrawn or my dismissal.

Please tick this box to confirm your understanding and your consent

Signed:		Date:	
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Please send a copy of this application form to recruitment@leadinglives.org.uk or return to Head Office at 12 Great Whip Street, Ipswich, Suffolk, IP2 8EZ