



Please submit your application via email to [alex.bowles@carneyscommunity.org](mailto:alex.bowles@carneyscommunity.org)

The application closing date is 18/02/2022.

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## Application for :

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### Part 1: Personal Details

Title <i>(Please specify eg, Mr, Mrs, Ms)</i>	<input type="text"/>
First name(s)	<input type="text"/>
Surname	<input type="text"/>
Home Address	<input type="text"/>
	Postcode
Home Telephone Number	<input type="text"/>
Mobile Telephone Number	<input type="text"/>
Email Address	<input type="text"/>
Which is your preferred contact number? Home/Mobile	

### Part 2: References

Please provide the names and contact details of two people who may act as referees for you. One should be your current or most recent employer. They must have authoritative and personal knowledge of your achievements in a professional or academic capacity.

**Name:**  
**Address:**

**Phone:**  
**Email:**  
**How is this person known to you?**

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**Name:**  
**Address:**

**Phone:**  
**Email:**  
**How is this person known to you?**

*References will be taken up with your prior permission, usually following an interview.*

**Part 3 – Work History**

Please summarise your employment history covering all roles since leaving full-time education, whether in a paid or voluntary capacity. Start with the most recent and list chronologically. Please continue on a separate sheet if necessary.

<b>Employer's name and address</b>	<b>From month/year</b>	<b>To month/year</b>	<b>Job title and summary of duties</b>	<b>Reason for leaving</b>

**Please give details of any gaps in your employment history:**

**Part 4: Education and Qualifications**

Please give details of your academic and professional qualifications below:

<b>School, college or university</b>	<b>Examination/course</b>	<b>Dates from and to</b>	<b>Result or qualification gained</b>

Other relevant professional development or training, including dates:

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**Part 5: Key competencies**

Please tell us how your experience and knowledge makes you suitable for this role at Carney's Community. This should relate to and cover the points in the personal specifications on the job description.



**Part 6. Right to work and criminal convictions**

Please note that everyone who works and volunteers at Carney's is required to undertake an enhanced DBS check, in line with our safeguarding policy.

<b>Do you have any previous &amp; outstanding criminal convictions?</b>
If yes, please give details below:
<b>Do you have the right to work in the UK?</b>
Are there any restrictions regarding this entitlement? If yes, please give details below.

**Part 7. Declaration**

<p>I declare that the information I have given on this form is, to the best of my knowledge, true and complete. I understand that if it is subsequently discovered any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or, if I have already been appointed, I may be dismissed.</p> <p>I hereby give my consent to the Charity processing the data supplied on this application form for the purpose of recruitment and selection.</p>	
<p><b>Privacy:</b> We are aware of our obligations under data protection legislation, including the obligation to collect only the data that is required for our specific purpose. The information collected in this application form is specific to our recruitment exercise and necessary for the performance of the role that you have applied for. If you are recruited for the role you have applied for, or any other role you are offered by us, the information provided will then be used for the purposes of your employment with us, together with further information collected upon recruitment for those purposes. Our data protection policy sets out our approach to ensuring that your data is processed in line with the data protection principles within current data protection legislation. Full details of our privacy policy can be found on our website.</p>	
<b>Signed:</b>	<b>Date:</b>