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|  |  | **Please submit your application, with a copy of your CV, by email to** [**hannah.tulloch@carneyscommunity.org**](mailto:hannah.tulloch@carneyscommunity.org) |

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| **Application for:** |

**Part 1: Personal Details**

|  |  |  |  |  |  |  |
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|  | | | | | | |
| Title *(Please specify eg, Mr, Mrs, Ms)* | | | |  | |  |
|  | | | | | | |
| First name(s) | |  | | | |  |
|  | | | | | | |
| Surname | |  | | | |  |
|  | | | | | | |
| Home Address | | | | | | |
|  |  | | | | |  |
|  |  | | Postcode | |  |  |
|  | | | | | | |
| Home Telephone Number | | | | | | |
|  |  | | | | |  |
| Mobile Telephone Number | | | | | | |
|  |  | | | | |  |
|  | | | | | | |
| Email Address | | | | | | |
|  |  | | | | |  |
|  | | | | | | |
|  | | | | | | |
| 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 or an academic reference if you have not previously worked. 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?** |  | |  | |  | |  | |  | |  | |  |  |  |  | | --- | --- | | **Name:** |  | | **Address:** |  | |  | |  | |  | |  | |  | | **Phone:** |  | | **Email:** |  | | **How is this person known to you?** | |

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

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| **Please list any relevant work history, volunteering, qualifications or training courses that may be relevant to the role and are NOT already on your CV.** |
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| **Please tell us why you are interested in this role and why you think you are suitable for it, with reference to information given in the job description and person specification.** |
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**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.

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| **Do you have any unspent convictions, cautions, reprimands or warnings or spent convictions that are not subject to filtering?**  (If you are unsure, you can find more details here: https://www.gov.uk/government/collections/dbs-checking-service-guidance--2) |
| If yes, please give details below: |
| **Do you have the right to work in the UK?** |
| Are there any restrictions regarding this entitlement? If yes, please give details below. |

**Declaration**

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| --- | --- | --- | --- |
| 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.  I hereby give my consent to the Charity processing the data supplied on this application form for the purpose of recruitment and selection. | | | |
| **Privacy:** 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. | | | |
| **Signed:** |  | **Date:** |  |