

Job Application Form

You must complete all sections on this form. Failure to do so may result in a delay processing your application.

If you have a disability which makes it difficult to complete this document or participate in any part of our recruitment process, please contact us and we will be happy to discuss reasonable adjustments which can be made to assist you.

Where did you see this post advertised/hear about this vacancy?

About You

Surname:

First Name(s):

Full Address:

Home phone:

Mobile:

Your contact email address -

Have you been known by any other surname? (Yes/No)

If yes, please state

Do you have the Right to Work in the UK? (Yes/No)

Do you hold a full current driving licence? (Yes/No)

Are you related to anyone who currently works for Cambian Group? (Yes/No)

If yes, please state

NI No:

Are you aged over 21? (Reg req't for some posts)

[At interview you will be asked to produce documentary evidence]

Safeguarding Children	Please delete as appropriate	
Have you ever been disqualified from working with children?	Yes	Nb
Has your conduct in relation to children ever been a cause for concern or investigation, (irrespective of whether it resulted in a charge or conviction)? This also includes any workplace investigations.	Yes	Nb
Have you ever been subject to any disciplinary proceedings?	Yes	Nb
Have you ever been prohibited from being a private foster carer?	Yes	Nb
Has your child, or a child of which you are or have been the registered guardian of, been the subject of a care order or supervision requirement removing him/her from your care?	Yes	Nb
Are you the parent of, or associated with any child who is on the at risk register?	Yes	Nb
<p>If you answer yes to any of the above safeguarding questions please details, including dates</p>		

Who do you currently work for?

Name of Employer: Your Job Title:

Address: Start Date:
 Finish Date:
 Notice required:

Employers Contact email & phone number -

Present Salary:

Briefly describe the main aspects of your current role

Your reason for seeking other employment

Name and ADDRESS of

Please list below all your employment and voluntary roles including those overseas, in chronological order, starting with the most recent first. You must include details of any gaps or breaks in service giving full reasons, including those outside of employment. There cannot be any unexplained gaps in your employment history. **Please note we are obliged to contact all employers and any voluntary work that you have undertaken in the care industry.**

Employer	Job Title	Dates from/to (Month and Year required)	Reason for leaving
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PLEASE CONTINUE ON AN ADDITIONAL SHEET IF REQUIRED

Education from the age of 11

Name of School/College or University
INCLUDE FULL ADDRESS

Full months & years reqd

Subject or qualification gained

PLEASE INCLUDE FULL NAME AND ADDRESSES OF ABOVE

Also what relevant Qualifications/Training do you have?

Name of School/College or University
From the age of 11

Full dates from/to
Full months & yrs reqd

Subject or qualification gained

PLEASE INCLUDE FULL NAME AND ADDRESSES OF ABOVE

Referees

Please ensure that you give a minimum of two references which cover at least the last 5 years of your employment. The first of your references must be your present employer and your relevant line manager. If you are unemployed, this should be your last employer, or if this is your first job, your head teacher or college tutor. Please note that should you be successful at interview, Cambian Children's Services may take up references in any previous employment paid or unpaid, without further notification to you. You may also provide the name of a personal referee as well as your employment references if you wish. **None of the above should be related to you.**

Please add any further positions you need to, especially care roles on an additional sheet of paper.

Current Employer:				Previous Employer:			
Name:				Name:			
Job Title:				Job Title:			
Organisation Address in full:				Organisation Address in full:			
Tel No.				Tel No.			
Fax No.				Fax No.			
Email Address:				Email Address:			
Capacity in which you know them:				Capacity in which you know them:			
Previous Employer:				Previous Employer:			
Name:				Name:			
Job Title:				Job Title:			
Organisation Address in full:				Organisation Address in full:			
Tel No.				Tel No.			
Fax No.				Fax No.			
Email Address:				Email Address:			
Capacity in which you know them:				Capacity in which you know them:			

Declaration

Signature of this document indicates that you have read the job description and any other information issued relating to the vacancy and can comply with its requirements. In addition it indicates that all the information given by you is accurate. Incomplete or misleading information may, on discovery, result in summary dismissal.

Signature:

Date:

If returned by email, please use electronic signature

Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975

Due to the nature of Cambian Groups' work with children and vulnerable adults, we use the Disclosure and Barring Service to make checks at an enhanced level on all persons offered employment by Cambian.

Have you ever been convicted, charged or prosecuted for an offence. ☐ Yes ☐ No *Answering yes will not necessarily preclude you from employment, we will discuss the matter with you and risk assess your suitability based on our discussions.*

If yes please give details.

DATA PROTECTION ACT:

Information provided by you on this application form may be copied for use during the recruitment procedure. Once the recruitment procedure is completed, the data will be stored for 12 months and then destroyed. If you are a successful candidate, this form and information on it will be used as part of your personnel record. Disclosures will only be made for payroll and personnel administration procedures.