



Application Form

Kindly ensure a thorough and accurate completion of this application form. Subsequently, submit the completed form to Ben Izekor via email at info@independenceway.co.uk.

Application form for the post of:	
Where did you see the vacancy advertised?	

PERSONAL DETAILS	
Full Name:	
Address:	
Postcode:	
Tel. Numbers:	
Email Address:	
National Insurance Number:	

Do you require a permit for working in the UK? <i>You will be required to produce evidence of eligibility to work in the UK.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Details:		
Do you hold a full valid driving licence?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have access to a vehicle?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Please note below any criminal convictions except those 'spent' under the Rehabilitation of Offenders Act 1974. If none, please state.		



EDUCATION

Please give details of secondary schools/colleges attended and subjects passed. Please give details of any educational, technical and/or professional qualifications. If you are currently studying please provide details of the qualification concerned. If study was on a part time basis please specify.

Name of School/ College/University	From (MM/YYYY)	To (MM/YYYY)	Details of examination results or qualifications

FURTHER TRAINING AND MEMBERSHIP OF PROFESSIONAL BODIES

Training courses, certificates, diplomas, including membership of professional bodies, particularly any which are relevant to this post.

Empty space for providing details of further training and membership of professional bodies.



EMPLOYMENT			
Your present (or most recent job)			
Job Title:			
Current Employer:			
Address:			
Date From:		Date To:	
Current Salary:			
Notice Period:			
Reason for Leaving:			
Please describe your current or most recent job giving sufficient details of your role, responsibilities and working relationships for us to assess your transferable skills.			
PREVIOUS EMPLOYMENT:			
Starting with the most recent first, please list in chronological order, giving a brief description of each including responsibilities.			
Date From	Date To	Job Title & Brief Responsibilities	Employer



YOU AND THE ROLE

Please give details of your skills, abilities, achievements and experience (including outside interests) and use examples to demonstrate how you will fulfil the job description, and how you meet the criteria in the person specification. You may continue on separate sheets and attach if necessary.

OTHER INFORMATION

Please give us any other information which you think is relevant to this position



REFERENCES

Please give details of two referees who are able to comment on your suitability for the job, one of whom must be your present or most recent employer. If you have just left full time education you should give details of your course tutor or teacher. References from **friends and relatives are not acceptable**. We reserve the right to contact any of your previous employers.

Referee 1

Name:	
Address:	
Telephone Number:	
Email:	
Position/Occupation:	
Relationship to you:	
May we approach this referee?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Referee 2

Name:	
Address:	
Telephone Number:	
Email:	
Position/Occupation:	
Relationship to you:	
May we approach this referee?	Yes <input type="checkbox"/> No <input type="checkbox"/>



DECLARATION

I declare that the statements in this form are correct. I understand that any job offer will be conditional on references that are satisfactory to Independence Way, and that these may be followed up by phone calls. For posts which will involve working with children, young people, and vulnerable adults a clear enhanced DBS check will be required.

Signature	
Name	
Date	