Job Application Form

|  |  |  |  |
| --- | --- | --- | --- |
| Information disclosed in this application form will be processed in accordance with GDPR Data Protection Regulations 2018 and our Data Protection and Privacy Policy which can be accessed at [www.openhomes.org.uk](http://www.openhomes.org.uk).  Any offer of employment made by Open Homes Nottingham will be subject to satisfactory references and, where appropriate, security clearance via the Disclosure and Barring Service (formerly CRB).  By submitting an application, you declare that you are entitled to work in UK without a work permit (or that you have enclosed evidence of permission to work here). | | | |
|  | | | |
| Post applying for |  | | |
|  | | | |
| 1. Personal details | | | |
| Title |  | | |
| Forename(s) |  | | |
| Surname |  | | |
| Phone |  | | |
| Email |  | | |
| Use of car for work? | Yes | No |  |
|  | | | |
| 1. Employment history | | | |
| Employer | Dates of employment | Position held & main duties | |
|  |  |  | |
|  |  |  | |
|  |  |  | |
|  | | | |
| 1. Education history | | | |
| Institute | Dates | Course(s) | Result(s) |
|  |  |  |  |
|  |  |  |  |
|  | | | |
| 1. Personal statement | | | |
| Use the space below to tell us what qualities, experience and skills you can bring to the post. Give detail of any professional, voluntary, or other work or training that may be relevant to the post. | | | |
|  | | | |
|  | | | |
| 1. References | | | |
| Reference 01. – this should be your current / most recent employer (if applicable). | | | |
| Name |  | | |
| Position |  | | |
| Capacity known to you |  | | |
| Phone |  | | |
| Email |  | | |
| Reference 02. | | | |
| Name |  | | |
| Position |  | | |
| Capacity known to you |  | | |
| Phone |  | | |
| Email |  | | |
|  | | | |
| 1. Declaration | | | |
| I certify that the information in this application is true to the best of my knowledge.  I understand that this information may be verified as part of my application and that any resulting offer of a position could be withdrawn on the grounds of inaccuracy. Equally, I understand employment could be terminated for deliberately withholding or providing false information. | | | |
| Signed |  | | |
| Date |  | | |
|  | | | |
| Please return completed forms to [admin@openhomes.org.uk](mailto:admin@openhomes.org.uk) | | | |