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| **APPOINTMENT APPLICATION FORM** | | | | | | | |
| **Post:** | **Relief Support Worker** | | | | | | |
| **Completed application forms to be returned to:** | email: [info@lighthousehomes.co.uk](mailto:info@lighthousehomes.co.uk)  Or by post to  Administrator  71 Westgate  Rotherham  S60 1BQ | | | | | | |
| **Closing Date:** |  | | | | | | |
| **For additional information contact:** | [alistair.sharp@lighthousehomes.co.uk](mailto:alistair.sharp@lighthousehomes.co.uk)  01246 205793 | | | | | | |
| *Please complete this application in black ink and block capital or on a computer:*  **Personal Details** | | | | | | | |
| Where did you hear about the post? | | | | | | | |
| Title and Surname: | | | | | | | |
| First Name(s): | | | |  | | | |
| Address: | | | | | | | |
| Telephone Numbers: | | | | | | | |
| Home: | | Mobile: | | | | | |
| Email: | | | | | | | |
| **Health** | | | | | | | |
| Are you aware of any medical condition which may affect your ability to fulfil this role? If YES please give details below: | | | YES | |  | NO |  |
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| **Work Permit**  Section 8 of the Asylum and Immigration Act 1996 states that it is a criminal offence to employ anyone who is not entitled to work in the United Kingdom. Before Lighthouse Homes confirms the offer of any appointment it will require proof of your employable status. | | | | | | | |
| Are you eligible to work in the UK? If NO please give details below: | | | YES | |  | NO |  |
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| **Criminal Convictions**  Have you ever been convicted of a criminal offence?  (Under the Rehabilitation of Offenders Act 1974 you are not required to disclose spent convictions.) | | | | | | | |
| If YES please give details below: | | | YES | |  | NO |  |
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| **Equal Opportunities**  We invite you to complete the enclosed Equality and Diversity Monitoring Form. The information gathered helps us to monitor the effectiveness of our Equal Opportunities Policy and will be used for statistical purposes only; it will not be used in any way during the selection process.  Your assistance with this monitoring would be greatly appreciated. | | | | | | | |

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| **Employment History**  List below all employment starting with the most recent first. Please account for any gaps in employment. | | | |
| Name and address of employer. | Position held and main duties it involved. | From/To  (month and year) | Reason for leaving |
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| **Education History**  List below all qualifications starting with the most recent first. Please include any relevant training and development. | | | |
| Where did you study? | What did you study | From/To  (month and year) | Qualification and Grade |
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| 1. What particular attributes, qualities and experience do you have which would be appropriate to the position? | | | | | | |
| 1. Additional information: You are invited to provide below any information you feel may support your application. | | | | | | |
| **DBS Certification**  Do you have a DBS certificate issued within the past 3 years? **Yes  No**  **Driving Licence**  Do you hold a current full UK Driving Licence? **Yes  No**  If you have answered ‘yes’ please detail any endorsements or state None: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Do you have use of a car? **Yes  No**  **References**  Please provide the name, address and contact telephone number of three referees one of which should be your current, or most recent, employer.  It is our usual practice to contact the referees of shortlisted candidates; This includes your previous employer: | | | | | | |
| Are there any reasons why you would not wish us to contact one of your referees? If YES, please give reasons below: | | | **YES** |  | **NO** |  |
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| Name: | Appointment: | | | | | |
| Address:  e-mail address | | | | | | |
| Telephone No: | | Postcode: | | | | |
| Name: | Appointment: | | | | | |
| Address:  e-mail address | | | | | | |
| Telephone No: | | Postcode: | | | | |
| Name: | Appointment: | | | | | |
| Address:  e-mail address | | | | | | |
| Telephone No: | | Postcode: | | | | |
| **I declare that the information contained in this form is true and accurate. I understand that if it is subsequently discovered that any statement is false or misleading, I may be dismissed from employment within Lighthouse Homes.**  Signature: Date: | | | | | | |