

Unit 201
Tower Mill
Kirkstile
HAWICK
TD9 0AE

Streets Ahead →

Please complete all 5 pages in black ink

Post Applied For: Neighbourhood Worker

Full Name:

Address:
.....
.....

Post Code: **Tel No:**

Mobile No:

Full Driving Licence: * YES / NO

Endorsements: * YES / NO (* Please delete where applicable)

If YES, please give further details including dates:

.....

How did you hear about vacancy :

Please indicate how many hours per week you are interested in working:

16: ... 25: ... 30: ... 39: ...

Please complete the table below to reflect your availability for work:

	MON	TUES	WED	THURS	FRI	SAT	SUN
DAY TIME							
EVENING							
SLEEPOVER							

Education & Qualifications

School / College Attended with Dates

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.....
.....
.....
.....

Qualifications Obtained

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.....
.....

Scottish Social Services Council Registration Number:.....
Other Professional Body Number (eg NMC, GTC).....

Sources of Reference: Please give names, designations and addresses of 2 people who are prepared to give you a reference, one of whom should be your present employer. We will accept one character reference. Please state if you do not wish us to contact your current employer at this point of the selection process.

These references need to be available on the day of interview

1..... 2.....
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.....

Details of Present Post

Name and address of current employer:

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.....

Post Held:.....

Date Appointed:.....

Period of Notice Required:.....

Post Held	Dates	Name of Employer	Reason for Leaving

Other Information

Interests and Leisure Pursuits

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.....

Do you suffer from any injury, illness, medical condition or allergy that might affect your ability to perform your duties? If “yes” please give details *(if successful, you will be required to complete an Occupational Health questionnaire to assess your fitness for the post)*

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Do You Need a Work Permit To Take Up Employment in the UK:

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Rehabilitation of Offenders

The Rehabilitation of offenders Act (1974) allows people who have been convicted of certain criminal offences to regard their convictions as 'spent' after a period of years. This means that no reference need be made to the conviction or any circumstances relating to it.

Because of the nature of the work for which you are applying, this post has been exempted from the provisions of the Act and you are therefore required not to withhold information about convictions which for other purposes are 'spent'. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action. Any information given will be confidential and will be considered only in relation to an application for positions to which the order applies.

Please provide details of past and any pending convictions or cautions;

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.....

If 'None' please state.....

Declaration

Given the nature of the job to which I have applied, I understand that any offer of employment will be subject to information on my criminal record and POVA listing being disclosed to the Company by the Criminal Records Bureau/Disclosure Scotland. I have been given a copy of the Company's Equal Opportunities Policy, which includes information relating to the recruitment of ex-offenders.

I declare that the information given in this form is complete and accurate. I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable to summary dismissal. I understand these details will be held in confidence by the Company, for the purposes of assessing this application, ongoing personnel administration and payroll administration (where applicable) in compliance with the Data Protection Act 1998

Signed:

Date: