



Employment Application Form

(Disclosures Applicable)

Linden Care Homes Ltd.

Position applied for: _____

Preferred location of work: Dordon Warton Hartshill

The following information will be treated in the strictest confidence

Personal

Please complete this section in BLOCK CAPITALS

Surname		First Name(s)	
Title			
Address			
Post Code			
Email			
Tel. Number		Date of Birth	
Full Driving Licence?	Yes / No	Endorsements?	Yes* / No
*if yes please give further details, including dates			

Are you involved in any activity which might limit your availability to work or your working hours e.g. local government?	Yes / No
If yes, please give further details including dates	
Are you subject to any restrictions or covenants which might restrict your working activities?	Yes / No
If yes, please give full details	
Are you willing to work overtime and weekends, if required?	Yes / No
Please give details of any hours you would not wish to work	
Have you any convictions (including spent convictions under the Rehabilitation of Offenders Act 1974)?	Yes / No
If yes, please give full details	

You may be required, if offered employment, as part of your Application to complete a Pre-Employment Medical Questionnaire. Are you prepared to undergo a medical examination prior to employment?	Yes / No
Have you ever worked for this company before?	Yes / No
If yes please give full details	
Have you applied for employment with this company before?	Yes / No
Do you need a work permit to take up employment in the UK?	Yes / No
Now much notice are you required to give to our current employer?	

Education

Schools attended since age 11	From	To	Examinations and Results
College or University	From	To	Courses and Results
Further Formal Training	From	To	Diploma/Qualification
Job Related Training Courses and name of organisation	Date	Subject	



Please give details of membership of any technical or professional associations:

Please list any foreign languages spoken and the level of competence:

Employment Details

Please give details of your last employment, excluding your present or last employer, stating the most recent first.

Name and Address of Employer	Dates	Position Held/Main Duties	Reason for Leaving



Present or Last Employer

Are you currently employed? Yes/No

Name of present/last employer	
Address	
Telephone	
Nature of Business	

Job title	
Brief description of your duties	

Length of service	From:	To:
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Interests, Achievements and Leisure Activities (e.g. hobbies, sports, club memberships)

Supplementary Information

Please set out below any further information to support your application, e.g. past achievements, future aspirations, personal strengths.

Disclosures

Given the nature of the job applied for, in the event that I am offered the position, I understand that any offer of employment is subject to information on my criminal record being disclosed to the Company by the Disclosure and Barring Service (DBS, formerly known as the Criminal Records Bureau or CRB).

I have been given a copy of the Company's Equal Opportunities Policy, which includes information relating to the recruitment of ex-offenders.



Declaration

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 _____

References

Please give the names of two people (one of which should be your present or most recent employer) whom we may approach for a reference.

Can we approach your current employer before an offer of employment is made?
Yes/No

	Reference 1	Reference 2
Name		
Position		
Address		
Telephone		
Email		

Source of Application

How did you hear of this vacancy?
