



THE INFORMATION YOU SUPPLY ON THIS FORM WILL BE TREATED IN CONFIDENCE.

Section 1 Personal details

Last Name: First Name:

Address:

Postcode:

Home Telephone N^o: National Insurance N^o:

Letters		Numbers								Letter

Daytime Telephone N^o:

Mobile Telephone N^o:

E-mail address:

Can we contact you at work? Yes No

Are you free to remain and take up employment in the UK with no current immigration restrictions? Yes No

Driving Licence –
Do you hold a full, clean driving licence valid in the UK and do you have access to a car? Yes No

If you are successful you will be required to provide relevant evidence of the above details prior to your appointment.

Section 2 Training and Development

Please give details of any training and development courses or non-qualifications courses which support your application. Include any on the job training as well as formal courses.

Title of Training Programme or Course	Duration of Course

Continue on a separate sheet if necessary



Section 3 Personal Statement

Abilities, skills, knowledge and experience.

In less than 200 words please use this section to explain why you think you would be the right person for this job



Section 4 Protecting Children and Vulnerable Adults

If successful you will be required to undertake an enhanced DBS (Disclosures Barring Service) background check (this updates and supersedes Criminal Records Bureau checks).

Do you consent to this check being made if you are appointed?

Yes

No

Section 5 References

Please give the names and addresses of your two most recent employers (if applicable). If you are unable to do this, please clearly outline who your references are.

Reference 1		Reference 2	
Name:	<input type="text"/>	Name:	<input type="text"/>
Position (job title):	<input type="text"/>	Position (job title):	<input type="text"/>
Work Relationship:	<input type="text"/>	Work Relationship:	<input type="text"/>
Organisation:	<input type="text"/>	Organisation:	<input type="text"/>
Address:	<input type="text"/>	Address:	<input type="text"/>
	<input type="text"/>		<input type="text"/>
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	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
Postcode	<input type="text"/>	Postcode	<input type="text"/>
Telephone N^o:	<input type="text"/>	Telephone N^o:	<input type="text"/>
E-mail:	<input type="text"/>	E-mail:	<input type="text"/>

Are you willing for this referee to be approached prior to the interview?

Yes

No

Are you willing for this referee to be approached prior to the interview?

Yes

No



Section 6 Declaration

Statement to be Signed by the Applicant

Please complete the following declaration and sign it in the appropriate place below. If this declaration is not completed and signed, your application will not be considered. An electronic signature is acceptable.

"I the undersigned acknowledge that Tenterden Community Hub is under a duty to protect the charitable funds it administers and to this end I agree it may use information provided on this form for prevention and detection of crime and it may share this information with other bodies solely for these purposes. I hereby give consent to such collection, storage and processing of my personal data and I agree that the information given on this form may be used for data registration purposes.

I hereby certify that:

- all the information given by me on this form is correct to the best of my knowledge
- all questions relating to me have been accurately and fully answered
- I possess all the qualifications which I claim to hold
- I have read and, if appointed, am prepared to accept the conditions set out in the conditions of employment and the job description."

Signed:

Date:

Tenterden Community Hub undertakes that it will treat any personal information (that is data from which you can be identified, such as your name, address, e-mail address etc) that you provide to us, or that we obtain from you, in accordance with the requirements of GDPR Regulations 2018.

If you are returning this form by email, you will be asked to sign your application at interview.

RETURNING THIS FORM

Closing date for applications = 12.00 NOON ON FRIDAY 13TH MARCH 2020

By Post:

Mike Stephens
Tenterden Community Hub
Little Harbourne
Harbourne Lane
Tenterden
TN30 6SJ

By E-Mail:

tenterdencommunityhub@gmail.com
Mark your email subject: "Development Worker
Application"

Enquiries:

Telephone: (Mike) 07583539248