PARISH OF CIRENCESTER
St John Baptist | Holy Trinity | St Lawrence

CIRENCESTER PARISH CHURCH

APPLICATION FOR EMPLOYMENT

Position Applied For: **Children and Families' Worker**

20 hours/week.

PERSONAL DETAILS

TITLE:		SURNAME:
FORENAMES:		
CURRENT ADDRESS: TELEPHONE NO: MOBILE NO: E MAIL ADDRESS:		

If appointed, when are you available to start work?
HEALTH: Are you registered disabled? YES/NO Do you require any special facilities at Interview? Yes/No If Yes please list.

PROOF OF RIGHT TO WORK

Under Sections 15 to 26 of the Immigration, Asylum and Nationality Act 2006 employers have a responsibility to check the entitlement to work in the United Kingdom of their prospective employees. This includes office holders who may be sponsored by the Church. The successful applicant will be required to provide evidence such as a UK passport, full birth certificate or other appropriate documentation from the Home Office Border & Immigration Agency Lists A or B.

NI NUMBER:	NATIONALITY:	
Are you subject to immigration control? YES/NO	Do you have the right to take up employment in the UK and are free to remain and work in the UK with no current immigration restrictions? YES / NO	May we ring you at work? YES/NO

EDUCATION

DATES	SCHOOLS ATTENDED	QUALIFICATIONS GAINED
DATES	COLLEGES / UNIVERSITIES	QUALIFICATIONS GAINED

MEMBERSHIP OF ASSOCIATIONS/PROFESSIONAL QUALIFICATIONS ETC:		

CURRENT/LAST EMPLOYER

ORGANISATION:	
START DATE:	LEAVING DATE:
ADDRESS:	
	Telephone No:
JOB TITLE:	DUTIES & RESPONSIBILITIES:

PREVIOUS EMPLOYERS

(please account for any periods of time not accounted for on this form on a separate sheet)

DATES From To	ORGANISATION NAME, ADDRESS & TEL. NO.	REASON FOR LEAVING / SALARY:
Position Held & Brief Description of Duties:		
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Position Held & Brief Description of Duties:		
DATES From To	ORGANISATION NAME, ADDRESS & TEL. NO.	REASON FOR LEAVING / SALARY:
Position Held & Brief Description of Duties:		
DATES From To	ORGANISATION NAME, ADDRESS & TEL. NO.	REASON FOR LEAVING / SALARY:
Position Held & Brief Description of Duties:		

IN SUPPORT OF YOUR APPLICATION

Please use this space and a continuation sheet if necessary to:

- Describe how your experience, skills, knowledge, education and training meet the job description and person specification and are relevant to the job.
- Say why you are applying for the job.
- Provide any other information that is relevant to your application.

HOBBIES & INTERESTS:

REFERENCES (Please seek permission before supplying name and address)

Two people willing to support your application, one of whom should be your present or last employer. If you have been out of paid employment for some time, or this would be your first job you may give people who know you well or one referee could be someone who has taught you. Referees are not usually contacted until a preliminary job offer has been made, and will not be contacted without your consent before the job offer stage.

NAME	NAME
POSITION	POSITION
NAME AND ADDRESS OF ORGANISATION:	NAME AND ADDRESS OF ORGANISATION:
TELEPHONE NUMBER:	TELEPHONE NUMBER:

CONVICTIONS (Rehabilitation of Offenders Act 1974)

The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers , and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website.

Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) order 1975 (as amended in 2013) **YES / NO**

DECLARATION

- I understand that this information may be stored and processed as part of this recruitment process and give my consent for my details to be used for this purpose.
- I understand that employment in this post is subject to the Cirencester Parish's Safer Recruitment Procedure – further information can be found on our website within the Safeguarding Policy.
- I understand that if I am employed and any of the information I have provided is false, my contract may be terminated.
- I declare that all the information given in this application is, to the best of my knowledge and belief, complete and correct.

SIGNATURE **DATE:**

Apply by sending application form to: - office@cirenparish.co.uk