

### CARE AND SUPPORT APPLICATION FORM – PART 1 OF 2

Job applying for	
Role title / Job reference number if known	
Closing Date	

Please fill in yourself, using hand or type written forms. If you have problems reading this form please call  $0121\ 500\ 2030$ 

# **Personal Details**

Please give us your full details to help us to contact

PERSONAL DETAILS	
	T
Full Name	
Previous Names	
Address	
Da et e e de	
Postcode	
Telephone Numbers	Home
	Mobile
E-mail Address	



# **Work Experience**

Please give details of the job you are doing now, or your most recent job.

Current/Last Employer	
Employer's Address	
Current/Last job title	
Dates of employment	
How much were you paid?	Allowances
How much notice must you give?	
What is (or you're your reason for leaving?	
leaving?  Description of your duties	



# **Work Experience**

Please give details of your previous work experience. Include voluntary or study roles. Give the most recent first and explain any gaps in employment. Continue on a separate sheet if needed.

From dd/mm/yyyy	To dd/mm/yyyy	Employer's Name and Address	Job Held	Reason for leaving



# **Education, Qualifications and Training**

Please give details of any education, NVQs, professional qualifications, training and other information relevant to the job by looking at the job information provided. Use a separate sheet in necessary.

From dd/mm/yyyy	To dd/mm/yyyy	School/College/1	raining Organization	Qualification	Grades
	<u> </u>				
Driving – or	l nly answer if	<u>l</u> specified as a req	uirement of the job.		
Do you hold	d a current, fo	ull driving	•		
licence? Do you hav	e access to a	car for work?			
-					



# **Your application**

This section shows us how your experience, skills and abilities relate to the job. Examples from work experience, voluntary, community, school or college work can be used – even hobbies or interests.

To give yourself the best chance, read the information provided with this form and relate your experience to it. Please do not repeat wording from the information provided. Use a continuation sheet if needed.

Please tell us how your experience will help you to meet the needs or the role you are applying for. This may be paid or unpaid (for example working in a care scheme or looking after a relative or friend).



Please tell us why you want to work in the role you are applying for.
What personal skills or qualities do you think are important for the role you are applying for? In your answer please tell us how you have used those skills in your life experience.
If the information provided says that this scheme is open 24 hours a day 7 days a week, then tell us if you are able to work shifts, evenings, weekends and bank holidays and what hours you are interested in.



Use this space to s	ontinuo angwers to any of the above	_
ose tills space to C	ontinue answers to any of the above	
<u>eclaration</u>		
inderstand that any	Form myself and the information I have given is complete and information I have provided which is wrong can disqualify not if employed by accord.	
Signod	Dated	
Signed	Dateu	



#### **CARE AND SUPPORT APPLICATION FORM – PART 2**

**Equal Opportunities Monitoring** 

To help us see how well we attract a wide range of people to work for us, we ask you to complete this form and return it with your application (we recommend that you put it in a separate envelope and put the application number on the outside). The information you provide will be kept confidential and will not be viewed prior to the interview stage.

	Personal Details	
Name:		
Address:		
Gender:	Male:	Female:
Date of birth:		
	Application Details	
Job applied for:		
Job Reference		
Number:		
Where did you see		
this job advertised?		

ETHNIC ORIGIN		
White:	Mixed: White and	Asian/Asian British:
British	Asian	Asian other
White:	Mixed: Other	Black/Black British:
Irish		Caribbean
White:	Asian/Asian	Black/Black British:
Other	British: Pakistani	African
Mixed:	Asian/Asian	Black/Black British:
White	British:	Black other
and Black	Bangladeshi	
Caribbean		
Mixed:	Asian/Asian	Other
White	British: Indian	
and Black		
African		