

**Countrymen UK is committed to safeguarding and promoting the welfare of all of our service users which may include vulnerable adults. We expect all staff and volunteers to share this commitment. Applicants for posts working with children and young people will be subject to an enhanced DBS check and disclosure.**

**Countrymen UK follow the government’s Safer Recruitment Guidance and therefore will be seeking to determine an applicant’s suitability to work with our service users. This will include on-line searches of social media platforms and other websites.**

**APPLICATION FORM**

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| **Post Applied For:** |  |
|  |
| **Full Name:** |      |
| **Date of Birth:** |   | **N.I. Number:** |  |

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| **Current Address:****Phone & email contact details**  |  |
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| **Previous Addresses:**If less than 3 years at current address |  |
|  |  |  |  |
| **Accredited Qualifications and date achieved:-** *please be prepared to provide evidence of any qualifications* | **Awarding body** |
|  |  |
| **Full Education & Employment History *-*** *Since leaving school**Please explain any gaps in this history.* | **Dates: month/year** |
|  |  |
| **References** | **Please provide the names and details of two people who can provide work related references regarding your employment and character.****NB: at least one referee must be your current or most recent employer.**  |
|  |  |
| 1. **Name:**
 |  |
| **Position held or relationship** |  |
| **Address and Contact Details:** |  |
|  |  |
| 1. **Name:**
 |  |
| **Position held or relationship** |  |
| **Address and Contact Details:** |  |

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| **STATEMENT: Reasons for applying, personal qualities, skills and experience relevant to post applied for (see job description/person specification):** **(CONTINUE ON SEPARATE SHEET IF NECESSARY).** |
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| If you have family or close relationship with a current member of Countrymen UK employer, employee, Director or volunteer please declare it and describe the nature of the relationship below. |
|       |

**In signing this application, you are subject to the following declarations:**

This application is subject to exemption under the Rehabilitation of Offenders Act 1974 (Exemptions orders 1975) and therefore all convictions, cautions and bind-overs, including those regarded as spent, must be declared. You should discuss any convictions you have, spent or otherwise, with us before you apply.

That you the applicant is not on List 99 or Protection of Children Act list or disqualified from working with children, young people or vulnerable adults or subject to sanctions posed by a regulatory body.

**Providing false information or a failure to disclose offences could result in this application being rejected or to summary dismissal if the applicant has already been appointed if and when false information comes to light.**

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| **I declare the information submitted within in and relating to this application to be true and without prejudice.** |
| Signed:     Name:  | Date:       |

* *If successful an Enhanced DBS Check will be required*
* *References will be required for all short-listed candidates and Countrymen UK may contact referee for verification of qualification or experience before interview*
* *If currently working with children, young people or vulnerable adults either paid or as a volunteer a current employer will be asked about any disciplinary action or any offences. Including any which penalty time has expired and whether the applicant has been subject to any child protection concerns, and if so, the outcome of the enquiry.*