**Job Application Form**

**Bank Worker**

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| **PERSONAL DETAILS** | | | |
| Surname: Forename(s) | | | |
| Email Address: | | | |
| Address:  Postcode: | | | |
| Contact Number:  Please specify times or dates when it is convenient to contact you  Day: Evening | | | |
| Where did you hear about this vacancy? | | | |
| Do you hold a current driving license? Yes/No  Do you have access to your own car? Yes/No | | | |
| Are you legally eligible for employment in the UK? Yes/No  Do you have proof of eligibility to work in the UK? Yes/ No  Do you have any unspent convictions for a criminal offence as defined by the Rehabilitation of Offenders Act 1974? Yes/No **If yes, please provide details on a separate sheet.**  *Disclosures must be in accordance with the Rehabilitation of Offenders Act 1974 – please seek advice if you are not sure about what has to be disclosed. For the protection of children, DENS will carry out a Disclosure Barring Service (DBS) check to verify this information.*  *You are required to provide full details of all convictions, cautions and bind-overs including those regarded as spent under the ROA, and any pending prosecutions. In the event of employment, any failure to disclose such sentence or convictions could result in dismissal or other disciplinary action.*  *Under arrangements for the protection of children, we will check with the police about the existence and content of any criminal record. This is a check from the Disclosure and Barring Service (DBS). Police checks will only be made on the successful applicant. Failure to declare a conviction, caution, bind-over or a pending prosecution, may disqualify you from appointment or result in a summary dismissal.* | | | |
| **EMPLOYMENT HISTORY** | |  | |
| Name of current/most recent employer:  Address:  Postcode:  Contact No:  Position Held: | | Date Started:  Date Left (where applicable)  Salary/Grade  Notice Period  Reason for leaving/wishing to leave | |
| **PREVIOUS EMPLOYMENT**  Please detail your full employment history, detailing any periods of unpaid/voluntary work (most recent first). Please provide details to account for any gaps in your employment history. Continue on a separate sheet if necessary | | | |
| Employment Date | Name & address | Role and main duties | Reason for leaving |
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| **EDUCATION, TRAINING & QUALIFICATIONS**  Please provide details of examination passes, qualifications obtained etc. You may be required to provide proof of relevant professional qualifications at interview.  Please provide details in sequence with the most recent first  Where you have had a break in your education history, please give details | | | |
| **Secondary Schools, Colleges, Universities attended** | **Dates**  **From To** | **Qualifications gained (dates, level, grades etc)** | |
|  |  |  | |
| **Other relevant training courses completed which may be relevant to the position** | | | |
| **Organising body and title** | | **Course content, dates attended & qualifications** | |
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| **YOUR SUPPORTING STATEMENT** | | | |
| Please show relevant evidence and give examples of how you meet the criteria as set out in the Person Specification. Please include what attracts you to this role and give details of any particular experience, skills and qualities that you feel make you the perfect candidate for this position. If necessary, you may use a separate sheet of paper and submit with your application. | | | |
| **REFEREES**  please name two referees; one of whom should be your current or most recent employer. We will not approach your employer without your prior consent. | | | |
| **Referee No 1** (your current/most recent employer)  Name:  Job Title:  Address:  Telephone number:  Email address:  Relationship to you: | | **Referee No 2**  Name:  Job Title:  Address:  Telephone number:  Email address:  Relationship to you: | |
| DENS is committed to promoting a diverse and inclusive community.  We firmly believe that all individuals should be treated on the basis of merit and without prejudice; promoting equality of opportunity so that no job applicant is subject to unfair or unlawful discrimination on the grounds of gender, age, ethnicity, cultural background, faith, disability, sexual orientation, marital status, part-time working, union activity or political beliefs. We therefore encourage applications from all sections of the community | | | |
| **By submitting this application form, I confirm that to the best of my knowledge, all of this information is true. I understand that any false statement may disqualify me from employment or render me liable to summary dismissal.**  **Signed Date**  **Data Protection:** DENS will process your personal data solely for the purpose of communicating with you about your application. | | | |
| **How to apply**  Please read the full **Job Description & Personal Specification**  If you match our criteria:   * Fill in the **DENS Application Form**  including your Supporting Statement * Submit your application to **HR@dens.org.uk** * Closing date for receipt of applications is **8th June 2021**   **We will not accept a general CV for this role**  For an informal chat, please ring Jacky Stafford on 01442-412340  Please advise us should you require adjustments to be made for you at interview. | | | |