APPLICATION FORM

**Personal details**

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| --- | --- | --- | --- |
| Surname: |  | First names: |  |
| Home address: |  | Home Tel: |  |
| Mobile number: |  |
| Postcode: |  | Email address: |  |
| Position applied for: |  | Date available to start work: |  |
| Prepared to work (please circle): | Full-time / Part-time / Day Shift / Evening Shift / Night Shift / Weekends | | |

**Education / Qualifications**

As a provider of adult social care, we are regulated by the Care Quality Commission. As such, we are required to obtain information under **Schedule 3 of the** **Health and Social Care Act 2008 (Regulated Activities) Regulations 2014**, in respect of individuals who are appointed to perform certain job roles within our Home.

Therefore, please could you complete this form to provide your full employment history from leaving full-time education, including a written explanation of any gaps in employment.

If you have previously been employed in a position where your duties involved work with children or vulnerable adults, please provide details of the reason why your employment in that position ended.

Please enter details of your most recent employment at the top of the form and work backwards to your first job. Please include any voluntary work.

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| --- | --- | --- | --- |
| **Dates of employment** | **Name and address of employer / voluntary organisation** | **Job title / description of role** | **Reason employment ended** |
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**Please continue on a separate sheet if necessary.**

**Declaration**

I confirm that the details provided on this form are accurate and I will notify Vaughan Lee House immediately of any changes.

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Employee signature Date

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| --- |
| Please provide a list of relevant skills and qualifications for the role:  Alternatively, please provide your CV. |