



QUALITY HOME SUPPORT

PROVIDING CARE WITH A DIFFERENCE

APPLICATION FOR EMPLOYMENT

Full name and address (Please print in BLOCK CAPITALS)

Mr/Mrs/Miss/Ms or Other

Address

Post Code

Tel:

Email:

Male

☐

Female

☐

NATIONAL INSURANCE NUMBER

References:

It is our policy to take up references. Please give names and addresses of two referees.

One of them must be your present or most recent employer. References from relatives will not be accepted.

Give your former name if different from above.

Former Name

Name of Referee and Status

Address for Contact

May we approach before interview?

☐

Email:

Name of Referee and Status

Address for Contact

May we approach before interview?

☐

Email:

EDUCATION & QUALIFICATION DETAILS

EDUCATION AND QUALIFICATION DETAILS

Grades obtained

Where obtained

Date from

Date to

TRAINING COURSE DETAILS

Grades obtained

Where obtained

Date from

Date to

Do you have any language skills other than English? Please specify:

Are there any medical conditions that we should be aware of which may prevent you or make it difficult for you to carry out manual handling procedures?

Yes No If you answered Yes, please give details:



CURRENT (MOST RECENT) EMPLOYER'S NAME & ADDRESS

Current (most recent) Employer's Name and Address

Name

Address

Telephone number

Position Held

Date: from:

to:

Hours worked

Reason for wishing to leave

Brief details of duties

PREVIOUS EMPLOYER'S NAME & ADDRESS

Current (most recent) Employer's Name and Address

Name

Address

Telephone number

Position Held

Date: from:

to:

Hours worked

Reason for wishing to leave

Brief details of duties

Please use this space to detail your skills, knowledge and experience you possess to become a Care Assistant. Include any voluntary, home based work and leisure activities.
(use additional sheet if necessary)

YOUR AVAILABILITY

Number of hours willing to work per week

Please give details of your availability to work below:

Times available to work

Days available	7 - 8	8 - 1	1 - 5	5 - 7	6 - 10	10 - 7
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please use this space if you wish to comment about your availability:

Equal Opportunity

Quality Home Support operates an Equal Opportunities Policy. The Company is committed to the promotion of equal opportunities in all aspects of recruitment and employment.

To ensure that this policy is effective, we ask all applicants to provide information as requested below.

This information is only used for monitoring purposes and will not be used to discriminate in favour or against any applicant. All information will remain confidential.

Date of Birth

Age

The Disability Discrimination Act (1995) defines a person as having a disability if he/she has a physical or mental impairment which has a substantial and long term adverse effect on his/her ability to carry out normal day to day activities.

YES ☐

NO ☐

Do you consider yourself to have a disability?

Would you like us to make any arrangements if you are interviewed?

I would describe myself as (please tick)

White:

English Scottish ☐ *Welsh* ☐ *Irish* ☐ *Any other white* ☐

Mixed: *White & Black Caribbean* ☐ *White and Black African* ☐ *White & Asian* ☐

Asian or Black British: *Indian* ☐ *Pakistani* ☐ *Bangladeshi / Kashmiri* ☐ *Any other Asian* ☐

Black or Black British: *Caribbean African* ☐ *Any other Black* ☐

Other Ethnic Groups: *Chinese* ☐ *Any other ethnic group* ☐

These categories have been recommended by the Commission for Racial Equality.

DATA AND BARRING SERVICE

Quality Home Support uses the Date and Barring Service (DBS) to assess applicants' suitability for positions of trust. Quality Home Support complies fully with the DBS Code of Practice and undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed. We encourage all applicants called for interview to provide details of their criminal record at an early stage in the application process.

We request that this information is sent under a separate, confidential cover, to a designated person within Quality Home Support Ltd and we guarantee that this information is only seen by those who need to see it as part of the recruitment process.

I confirm that to the best of my knowledge the information provided on this form is correct and gives true representation of me.

Signed Date