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# Speak Out Employment Application Form

Post applied for:

## Personal details:

**Full Name**:

**Address:**

**Telephone No**: Daytime Evening:

**National Insurance number**:

If you have no National Insurance number available, do you have evidence of your entitlement to live and work in the UK?

Yes No

(We are required by law to ensure anyone working for us is entitled to live & work in this country)

**If appointed how soon could you start?**

**Where did you see this post advertised?**

**DBS checks:** All successful applications will be subject to an enhanced Disclosing and Barring Service (DBS) check.

**References:**

Please give the names and addresses of two persons, other than relatives, who we can approach for references. One should be a present or immediate past employer, or place of voluntary work.

1) Name: 2) Name:

Address: Address:

Tel no: Tel no:

*In what capacity do you know each person?*

1) 2)

I confirm that to the best of my knowledge the information in this form is accurate.

Signature………………………………………. Date…………………..

**Please tell us about your skills and experience gained in paid and/or voluntary work. Using the headings in the job description, show how you have the skills, knowledge, experience and qualities listed in the person specification to do the various elements of the job.**

**All shortlisted applicants must meet 80% of the person specification criteria.**

You may expand the boxes or continue on separate sheets if needed.

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| **Skills and experience:**  What skills and experience do you consider you possess which you will bring to the  post? This can include paid and unpaid work. **Please refer to the person specification.** |

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| **Skills & experience continued…..** |
| Employment history: Please start with your present or most recent job. Include both paid and unpaid  work and give dates, name of employer and brief description of the work. |
| **Please tell us why you want this job:** |
| **Education and Training:**  Please list all examinations, qualification, relevant training courses, workshops, etc.  Include places of study and dates. |

May 2022