



Registered Charity No. 1156447

BEDFORD & DISTRICT CEREBRAL PALSY SOCIETY

“ENABLING PEOPLE LIVING WITH C.P. TO LIVE LIFE THEIR WAY”

BDCPS, Bedford Centre for Voluntary Services, 43 Bromham Road, BEDFORD, MK40 2AA

Tel: 01234 351759 Email – ann@bdcps.org.uk

APPLICATION FOR EMPLOYMENT

You should complete this form in **DARK INK** or **TYPE** (please contact us if you need a different format and every effort will be made to accommodate this)

The information you provide in this form will be used solely for the purpose of this form. BDCPS has a Privacy Policy. Details of this can be found on our website. Your data will be stored and used in accordance with this policy.

Position Details

Application for Post of

How did you learn of Vacancy?
(if advertisement seen, give name of publication)

Personal Details

Title: Mr/ Mrs / Ms / Miss / Other (please state):

Surname

Forename

DOB

Age

Address:

Postcode:

Tel. (Home)

Tel:(mobile)

Email address

Education

School, College, University
etc.

Course details, Qualification and Grade

Date
passed

You will need to provide copies of relevant certificates

Current Employment

Employer's Name and Address	Job Title and Brief Summary of Duties and achievements	Start Date, Notice period, Reason for Leaving

Previous Employment (Please enter most recent employment first including any voluntary or unpaid work. Also account for any breaks in employment. Continue on a separate sheet if necessary)

Employer's Name and Address	Job Title	From	To	Reason for Leaving

Driving

Do you have a current Driving Licence?	YES/NO	Has it been endorsed?	YES/NO
Do you have access to your own transport?	YES/NO	Are you MiDAS trained?	YES/NO

References

Name		Name	
Address		Address	
Postcode		Postcode	
Contact tel no.		Contact tel no.	
Email address		Email address	
Association/relationship to applicant		Association/relationship to applicant	
May we approach referee prior to interview?	YES/ NO	May we approach referee prior to interview?	YES/ NO

Interviews will take place on Tuesday 14th December

Employment Checks

<p>Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974? (Y/N)?</p> <p>Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020? (Y/N)?"</p> <p>The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.</p>	YES/NO
If yes, please give details on separate sheet	
I am prepared to undergo a medical examination if requested	YES/NO
I confirm that I am entitled to work in the UK	YES/NO

Have you been subject to disciplinary action (regardless of outcome) or dismissed in any of your employment roles? If YES, please give details below.	YES/NO
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Please use this sheet to demonstrate how you meet the person specification - we will shortlist against our criteria. Please also use this space to provide any other information you may wish to give in support of your application. **(Continue on further sheets as necessary and sign and date each one.)**

I hereby declare that the information given in this form is, to the best of my knowledge, correct and gives an accurate representation of my application and employment history.

Signature		Date	
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