

Application Form

1 Vacancy Details

Post applied for:

2 Personal Details

Title: Surname:

First name(s):

Address:

Post code:

Home Tel:

Mobile Tel:

Email:

3 Present/Most Recent Employment/Work Experience

Name of Employer:

Job Title:

Brief Description of Key Responsibilities:

Length of service:

Current salary:

Notice required:

Reason for leaving:

9 Declarations of Interest

It is important that we know of any people currently associated with Calico or Subsidy Company to whom you have a connection with.

Do you know any Board Member, member of staff, resident, tenant or client of the Calico Group?

Declaration of Business/ Consultant/Supplier/Connections

Name of contact:

Your connection:

Their connection to Calico:

Declaration of relationship to Board/staff/resident/tenant/client

Relationship:

Name of Individual(s):

I have no interest that I need to declare

I understand that should my circumstances change or I become aware of an interest during the recruitment process that I must make this known to the Human Resources department.

10 References

Please supply full details of two referees which cover your last three years of employment. If you are appointed, please ensure that your referees know that they will be contacted to provide a reference. Your referees will only be contacted if you are offered the post.

If you have been self-employed for the last three years, have been employed at only one workplace or have never been employed, you should still provide the names of two people who can comment on your suitability for this post.

If you are applying for a role involving client care at Whitworth Care Trust or Acorn Recovery Projects you must provide reference details of all CQC registered / care employer regardless of when you left. We may not contact all employers but we will seek at least 2 dependent on the circumstances.

Employer (current or most recent first)

Name:

Position/Profession:

Organisation:

Email:

Telephone number:

If you are known to this referee by a different Surname (i.e. maiden name) please state that name

Previous Employer/Professional (not a family member)

Name:

Position/Profession:

Organisation:

Email:

Telephone number:

If you are known to this referee by a different Surname (i.e. maiden name) please state that name

Please supply full details of additional referees.

If you are applying for a role involving client care at Whitworth Care Trust or Acorn Recovery Projects you must provide reference details of all CQC registered / care employer regardless of when you left. We may not contact all employers but we will seek at least 2 dependent on the circumstances.

Previous Employer/Professional
(not a family member)

Name:

Position/Profession:

Organisation:

Email:

Telephone number:

If you are known to this referee by a different Surname (i.e. maiden name) please state that name

Previous Employer/Professional
(not a family member)

Name:

Position/Profession:

Organisation:

Email:

Telephone number:

If you are known to this referee by a different Surname (i.e. maiden name) please state that name

11 Declaration

I can provide proof of my right to work in the UK

Yes

No

12 Consent

Under the provisions of the Data Protection Act 1998, by submitting this application, I consent, for The Calico Group to process personal data, sensitive or otherwise, for the sole purpose of determining suitability for the post in question and in compliance with the Equality and Diversity strategy.

13 Disabled Applicants

Calico is committed to employing a workforce that is inclusive and diverse by removing any barriers and tackling discrimination.

If you are a disabled person and you fulfil all the essential criteria on the enclosed person specification to the satisfaction of the selection panel, you are guaranteed an interview. If you wish to be included in this scheme, please indicate in the box below.

I am disabled and would like to take part in this scheme

Application Form

Please provide an overview, in the style of a covering letter of how you are suitable for the position and meet the person specification. Please include qualifications, experience, skills, knowledge and any other information which you feel may be helpful to your application.

CV's will not be accepted.

Application Form – Additional Questions

Previous Employment

The Calico Group

| Name of employer | Post held and key responsibilities | Date and reason for leaving |
|------------------|--|-----------------------------|
| | Please tick if this is a Health & Social Care role | |
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