Please note this application form is for use by all of The Calico Group companies.



1 Vacancy Details

Post applied for:

2 Pers	sonal Details
Title:	Surname:
First name(s	s):
Address:	
	Post code:

3 Present/Most Recent Employment/Work Experience

Name of Employer:

Job Title:

Brief Description of Key Responsibilities:

Length of	service:
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Current salary:

Notice required:

Reason for leaving:

4 Previous Employment/Work Experience

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*Additional employment details are entered at the end of the form

5 Gaps in Employment

Please provide a brief explanation below of any gaps in your employment history

6 Education & Training

Please listÁ [` ¦Á` æjáðæða í } • (most recent first)

͵ʹ₩₩₩Qualification Gained Δ	Date completed	Grade
A		
Do you wish to add any additional qualifica	ations? Yes No	

Driving License

Do you hold a current driving license?	Yes	No	
Do you have any unspent driving offences?	Yes	No	

8 Criminal Convictions

At Calico, we are an equal opportunities employer and welcome applications from all backgrounds. If you have a criminal conviction or caution, we would risk assess each case individually to ensure that there is no risk to the individual, customers and employees.

We feel it is important only to request information about criminal convictions following interview so that candidates are assessed on skills and ability alone. Only when we are considering making an offer would we request relevant information about criminal convictions subject to the position applied for.

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	Declaration of relationship to Board/staff/resident/tenant/client
Name of contact:	Relationship:
Your connection:	Name of Individual(s):
Their connection to Calico:	
	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 <u>must</u> 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)	Previous Employer/Professional (not a family member)
Name:	Name:
Position/Profession:	Position/Profession:
Organisation:	Organisation:
Email:	Email:
Telephone number:	Telephone number:
If you are known to this referee by a different Surname (i.e. maiden name) please state that name	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 <u>must</u> 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)	Previous Employer/Professional (not a family member)	
Name:	Name:	
Position/Profession:	Position/Profession:	
Organisation:	Organisation:	
Email:	Email:	
Telephone number:	Telephone number:	
If you are known to this referee by a different Surname (i.e. maiden name) please state that name	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

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 Q-{ + & 2007 Additional Q-{ + & 2007 Additional Q-{ + & 2007 Additional Additionad Additional Additionad Addition

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