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| **Personal Details**  |
| POSITION APPLIED FOR |  |
| Initial & Surname |  |
| Address |  |
| Tel No  |  |
| Email address  |  |
| Full valid UK Driving Licence | YES / NO (please delete as appropriate) |
| Do you own/have access to a car?  | YES / NO (please delete as appropriate)  |

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| **Secondary Education** |
| School Attended | Qualification Attained  | Year |
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| **Further/Higher Education** |
| College/University Attended | Qualification Attained  | Year |
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| **Employment History (please include part time and voluntary experience)** |
| Please detail your employment history, starting with your current or most recent employment. Please provide explanations for periods not in employment or education/training. Please use an additional sheet if there is insufficient space below. |
| From  | To  | Name of Employer  | Job Title  | Principal Duties  | Reason for Leaving  |
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| **On the Job Training and Vocational qualifications**  |
| Please list any relevant training courses you have undertaken as part of your job and the certificates awarded with dates and names of awarding bodies. Please use an additional sheet if there is insufficient space below. |
| Training Course | Awarding Body | Year |
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| **Statement in Support of your Application**  |
| Please use the space below to provide a statement to support your application. This should include personal qualities and experience relevant to your suitability for the post and how you meet the person specification. You may include relevant interests, hobbies or skills.  |
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| **Reference 1**  |
| Please give the name and address of two referees who we may contact if you are shortlisted for interview.  **One referee should be your current of most recent employer. References will not be accepted from relatives or friends.**  |
| Name: |  | OccupationTitle: |  |
| Organisation |  |
| Address: |  |
| Telephone No. |  | Email: |  |
| Relationship to Applicant: |  |
| Can this referee be contacted prior to interview? | YES: |  | NO: |  |
| Please indicate if this referee is: | Professional |  | Personal |  |

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| **Reference 2** |
| Please give the name and address of two referees who we may contact if you are shortlisted for interview.  **One referee should be your current of most recent employer. References will not be accepted from relatives or friends.** |
| Name: |  | OccupationTitle: |  |
| Organisation:  |  |
| Address: |  |
| Telephone No. |  | Email: |  |
| Relationship to Applicant: |  |
| Can this referee be contacted prior to interview? | YES: |  | NO: |  |
| Please indicate if this referee is: | Professional |  | Personal |  |

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| Relationships to Existing Employees  |
| Please declare and family or close relationships to existing employees and relatives of people using the service.  |
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| Regulatory Bodies & PVG Membership  |
| PVG scheme membership checks any required regulatory body registration checks will be carried out. Please provide details of current or former registration with any relevant regulatory bodies and details of PVG membership.  |
| SSSC Membership details  |  |
| Please declare any finding by a regulatory body and any conditions that apply to current registration  |  |
| Please list any other regulatory bodies (e.g. nursing & midwifery council) |  |
| Are you currently a member of the PVG scheme? PVG Number: | YES/NO (please delete as appropriate) |
| Are you currently on the register for regulated work with children or adults, or both?  | CHILDREN/ADULTS/BOTH (please delete as appropriate)  |

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| Disciplinary or Grievance |
| Please list any involvement in disciplinary or grievance procedures and any ‘live’ formal warnings.  |
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| **ELIGIBILITY TO WORK IN THE UK** As an Employer we must check that job applicants are allowed to work in the UK before we can offer employment. The appropriate documentation will be checked before employment commences. Please note that we are not currently licensed to offer VISA sponsorship, therefore you must be currently eligible to work in the UK.  |
| Are you eligible to work in the UK? If no, please give details Do you require any permissions to work in the UK?If yes, please give details  | **Please delete as appropriate**  YES NO  YES NO  |

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| **PLEASE TELL US WHERE YOU HEARD ABOUT THIS JOB OPPORTUNITY (Please mark with X)** |
| Corbenic’s website  |  | Corbenic Facebook  |  |
| Camphill Scotland’s Website  |  | Corbenic Instagram  |  |
| Indeed  |  | Local Magazine/newspaper(please tell us which one)  |  |
| Other (please specify) |  |

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| **ACCOMMODATION & RELOCATION COSTS** |
| Corbenic has shared accommodation options on and off site for employees – subject to availability. Please let us know in this section if you would be interested in staff accommodation and if so, for how many people. In addition, relocation costs may be available. Requests will be considered on an individual basis at the discretion of senior management.  |
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| **DECLARATION**Please sign this declaration after you have completed ALL parts of the application form |
| **I declare that the information given is, to the best of my knowledge and belief, true, accurate and complete.** **I understand that any false or misleading statements or any significant omissions may be sufficient grounds for withdrawing any offer of employment, disqualify me from employment and render me liable to dismissal.**  |
| Signed: |  | Date: |  |

Please note: When submitting a paper-based copy of this form, then a written signature is required.