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| **Application Form** | | | | | | |
| **POSITION APPLIED FOR:** | | | |  | | |
| **Personal Information** | | | | | | |
| Forename | | | |  | | |
| Surname (in caps) | | | |  | | |
| Title (Mr, Mrs, Miss Ms etc.) | | | |  | | |
| Previous Names (if any) | | | |  | | |
| Current Address | | | |  | | |
| Daytime telephone number | | | |  | | |
| Mobile telephone number | | | |  | | |
| EMAIL ADDRESS | | | |  | | |
| Do you have the right to take up work in the UK and, if necessary, a Work Permit? | | | |  | | |
| Do you have a full, clean uk driving license? | | | |  | | |
| do you have any unspent criminal convictions? | | | |  | | |
|  | | | | | | |
| **Employment History** | | | | | | |
| Please give details of your employment history over the last 5 years (or since leaving education) beginning with the most recent. Any relevant posts held prior to that may also be mentioned. | | | | | | |
| **From** | | **To** | **Name and Address of Employer** | | **Details** | |
|  | |  |  | | Job Title: |  |
| Responsibilities: |  |
| Reason for leaving: |  |
| Salary on leaving: |  |
|  | |  |  | | Job Title: |  |
| Responsibilities: |  |
| Reason for leaving: |  |
| Salary on leaving: |  |
|  |  | |  | | Job Title: |  |
| Responsibilities: |  |
| Reason for leaving: |  |
| Salary on leaving: |  |
|  |  | |  | | Job Title: |  |
| Responsibilities: |  |
| Reason for leaving: |  |
| Salary on leaving: |  |

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| **Education And Qualifications**  **(Starting With The Most Recent)** | | | | | |
| **School/College** | | **Qualifications gained** | | | **Date** |
|  | |  | | | Currently being studied |
|  | |  | | |  |
|  | |  | | |  |
| **vocational/work related courses/qualifications** | | | | | |
| **Where attained** | | **Course/Qualification** | | | **Date** |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | | | | | |
| O**ther Information** | | | | | |
| Please give details of, and provide an explanation for, any time when you were not either working or in full-time education | | | | | Dates |
|  | | | | |  |
| Please use this space to say why you are interested in the post for which you have applied and any other information which may assist your application | | | | | |
|  | | | | | |
| How many weeks/months’ notice do you have to give your current employer? | | | |  | |
| If you have a disability, please give details of any special arrangements you would require in order to attend the interview | | | |  | |
| **References** | | | | | |
| Please give details of two people whom we may contact for a reference, one of whom must be your current/last employer. | | | | | |
| **Name** | **Position** | | **Address** | | |
|  |  | |  | | |
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| Please tell us about your experiences paid or unpaid that is relevant to position you are apply for: |
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| **Declaration** |
| I Declare that the information I have given on this form is, to the best of my knowledge, true and complete. I understand that if it subsequently discovered any statement is false or misleading or that I withheld any relevant information, my application may be disqualified or, if I have already been appointed, I may be dismissed. I hereby give my consent to the Company processing and storing the data supplied on this application form for the purposes of recruitment and selection.  Signed: Date: |

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The registered office is at Paignton Library & Information Centre, Great Western Road, Paignton, Devon, TQ4 5AG.

Personal data is processed in accordance with the General Data Protection Regulation (GDPR) and relevant data protection law. Please see our Information on the processing of personal data by us can be found at <https://healthwatchtorbay.org.uk/privacy-policy/>

Statutory requests for information made under access to information legislation such as  the GDPR and the Freedom of Information Act 2000 should be sent to [DPO@healthwatchtorbay.org.uk](mailto:DPO@healthwatchtorbay.org.uk)