

**Hull and East Yorkshire Mind is an innovative local charity which delivers high quality, recovery focused and socially inclusive services to people with, at risk of, or recovering from mental health problems.**

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| Registered Office: Wellington House, 108 Beverley Road, Hull HU3 1XARegistered Charity No: 1101976Company Number: 4936165 | @MindHEY MindHEY t: 01482 240200  [www.heymind.co.uk](http://www.heymind.co.uk) info@heymind.org.uk |

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| **APPLICATION FOR THE POST OF:** |       | **POST REF:** |       |

PRESENT EMPLOYMENT

|  |  |
| --- | --- |
| **Name and address of employer including post code:** |       |
| **Post held:** |       |
| **Main duties:** |       |
| **Dates of employment:** | **From (month-year):** |       | **To (month-year):** |       |
| **Reason for Leaving:** |       |
| **Salary:** | £      | **Notice period:** |       |

PREVIOUS EMPLOYMENT (to include volunteering roles, placements, work experience etc; please also explain any gaps) - most recent first; continue on a separate sheet if necessary

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employer’s name and address** | **Post held** | **From (month- year)** | **To****(month-year)** | **Reason for leaving** |
|       |       |       |       |       |
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EO no: (staff use)

RELEVANT EDUCATION AND TRAINING (most recent first)

continue on a separate sheet if necessary

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| **Schools/Further or Higher Education** | **Course** | **Result** |
|       |       |       |
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PROFESSIONAL QUALIFICATIONS/MEMBERSHIP OF PROFESSIONAL BODIES

continue on a separate sheet if necessary

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| --- | --- | --- | --- | --- |
| **Qualifications/Membership gained or being studied for** | **Level** | **Grade** | **Where taken** | **Date obtained (month-year)** |
|       |       |       |       |       |
|       |       |       |       |       |

 DRIVING LICENCE/CAR/MOTORCYCLE OWNERSHIP

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| Do you have a full, current driving licence? Yes [ ]  No [ ] Do you have full access to a car / motorcycle? Car Yes [ ]  No [ ]  Motorcycle Yes [ ]  No [ ] Do you have any current penalty points? Please give details below:      |

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| **KEY SHORTLISTING CRITERIA** **Please refer to the person specification before completing this part****This section is used to shortlist candidates. You MUST provide examples of how you meet the criteria in the Person Specification. Statements such as ‘I can’ or ‘I am’ without giving evidence to substantiate will NOT be scored.** **Candidates who can fully demonstrate they meet all the Essential requirements of the Person Specification will normally be invited for interview. However, if there are an overwhelming number of applicants who meet all the Essential requirements, applicants will be further short listed using the Desirable requirements.** |

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| **Key knowledge** (provide one example for **all** the essential criteria detailed on the person specification along with those desirable criteria which you meet; max characters 1000 for each) |
| **Essential** | *
*
*
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*
 |
| **Desirable** | *
*
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*
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| **Relevant experience** (provide one example for **all** the essential criteria detailed on the person specification along with those desirable criteria which you meet; max characters 1000 for each) |
| **Essential** | *
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*
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| **Desirable** | *
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| **Key competencies** (provide one example for **all** the essential criteria detailed on the person specification along with those desirable criteria which you meet; max characters 1000 for each) |
| **Essential** | *
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 |
| **Desir-able** | *
*
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| **Additional requirements** (provide one example for **all** the essential criteria detailed on the person specification along with those desirable criteria which you meet; max characters 1000 for each) |
| **Essential** | *
*
*
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*
 |
| **Desirable** | *
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**The information I have provided in this application form is complete and accurate to the best of my knowledge**

**Signed: Date:**