

Application for the post of:

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

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

continue on a separate sheet if necessary

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

DRIVING LICENCE/CAR/MOTORCYCLE OWNERSHIP

|  |
| --- |
| 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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| **Other relevant information** (you can use this space to tell us how you meet the requirements of this post and why you are interested in it)      |

**OTHER INFORMATION**

|  |  |
| --- | --- |
| If you are successful, will this be your only job? If “no” state weekly hours and nature of additional work. | **[ ]  YES** **[ ] NO**      |
| What period of notice are you required to give? |       |
| How did you first find out about this job? Please state publication or website if applicable |       |

**REFERENCES**

|  |
| --- |
| Please give the names and addresses of two referees who can comment on your suitability for the post and who have consented to provide a reference on your behalf. One should be your current employer or, if unemployed, your most recent employer.  |
| **Present or most recent employer**Name:  |  |
| Position of above named: |  |
| Capacity in which known to you: |  |
| Name and address of organisation: |  |
| Telephone:  |  | Email address: |  |
| Can we contact this referee before interview? **[ ]  YES [ ]  NO** |

|  |  |
| --- | --- |
| **Second referee**Name:  |  |
| Position of above named: |  |
| Capacity in which known to you: |  |
| Name and address of organisation: |  |
| Telephone:  |  | Email address |  |
| Can we contact this referee before interview? **[ ]  YES [ ]  NO** |

|  |
| --- |
| **The information I have provided in this application form is complete and accurate to the best of my knowledge** |
| Signed:      | Date:       |



We won’t give up until everyone experiencing a mental health problem

gets support and respect.

Information Line (24/7)

01482 240133

Hull and East Yorkshire Mind

Wellington House

108 Beverley Road

Hull

HU3 1YA

01482 240200

www.heymind.org.uk

info@heymind.org.uk

Charity Number: 1101976

Company Number: 4936165