



Cherish Application for Employment Form PRIVATE & CONFIDENTIAL DC-004

Position applied for:

Once you have completed this form, please return it to the Office Manager at the Cherish Offices: Unit 5 Metropolitan Business Park, Preston New Road, Blackpool, FY3 9LT. If you have any questions about how to fill in this application, please telephone us on 01253 766888 and we will be happy to help you.

Cherish UK Ltd is committed to equal opportunity and we welcome your application regardless of your background and previous experience.

Section 1 – Personal Details

Title:

First Name(s):

Surname:

Address:

Nationality:

Date of Birth:

Landline Telephone Number:

Mobile Telephone Number:

Email address:

Next of Kin:

Relationship:

Address:

Are you related to any present or former employees of Cherish?

Yes No

If yes, name of related employee:

How did you find out about this vacancy?

Section 2 – References

Please give details of two referees. One must be your current or most recent employer and neither can be a family relation.

Name:
Position:
Company:
Address:
Postcode:
Tel Number:
Is this your current employer? [] Yes [] No

Name:
Position:
Company:
Address:
Postcode:
Tel Number:
Is this your current employer? [] Yes [] No

Section 3 – Previous Employment

Name of Employer:
Job Title:
Main Duties:
Position held from / / to / /
How many hours a week were you contracted to work?
Salary:
Reason for leaving:

Name of Employer:
Job Title:
Main Duties:
Position held from / / to / /
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Main Duties:
Position held from / / to / /

Section 5 – Criminal Convictions

Under The Rehabilitation of Offenders Act 1974 we are required to ask applicants to give us details of any criminal history, and all members of staff at Cherish are subject to a Criminal Records Bureau Enhanced check following regulations of The Police Act 1997. Having a criminal record may not preclude you from employment with Cherish and each applicant will be offered an opportunity at interview stage to discuss anything that may show up on their history.

Please give details of any convictions, cautions or reprimands below.

Section 6 – Your Health

We are obliged under Regulation 12 of the Domiciliary Agencies Regulations 2002 to ensure that the domiciliary care workers of Cherish are both physically and mentally fit to undertake their duties. Any information you give here is strictly confidential. At Cherish we do not discriminate on the basis of disability.

Please answer the following questions as honestly and accurately as you can.

How many days were you absent from work due to sickness in the last year?

Have you ever suffered from:

Allergies, eczema, dermatitis or other skin ailments?

No

Yes

Epilepsy, migraine, angina or heart problems?

No

Yes

Mental illness including anxiety, depression or nervous debility?

No

Yes

Hernia or rupture, rheumatism, back problems, slipped disc, sciatica or Repetitive Strain Injury (RSI)?

No

Yes

Diabetes, ulcers or intestinal or digestive disorders?

No

Yes

Kidney or blood disease? [] No	[] Yes
Chest trouble, asthma or problems breathing? [] No	[] Yes
Ear problems or trouble hearing? [] No	[] Yes
Eye problems or any trouble with your sight? [] No	[] Yes
Tropical disease, recurrent headaches or a cough that lasted longer than a fortnight? [] No	[] Yes

If you answered 'yes' to any of the questions above, please provide further details below:

Section 7 – Availability and Transport

At Cherish we endeavour to fit shifts around your personal requirements and availability. You will be offered a position based on the days and times you specify here. As long as you give us adequate notice, it may be possible to change your hours if your availability changes.

Availability (please tick all that you ARE AVAILABLE to work)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							
Overnight							

How many hours are you looking to work?
 Part time (up to 16 hours a week)
 Full time (more than 16 hours a week)

Do you have a full UK driving licence? <input type="checkbox"/> No	<input type="checkbox"/> Yes
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Do you have use of your own car? <input type="checkbox"/> No	<input type="checkbox"/> Yes
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Do you have the right to work in the UK? <input type="checkbox"/> No	<input type="checkbox"/> Yes
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Section 8 – Ethnic Origin

We ask that you provide details of your ethnic origin for the purposes of monitoring our equal opportunities policy. The information you provide here will have no effect on your application or suitability for a role with us at Cherish.

White Background <input type="checkbox"/> White British	<input type="checkbox"/> White Irish	<input type="checkbox"/> White Other
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Mixed Black African Background <input type="checkbox"/> White and Black	<input type="checkbox"/> Caribbean	<input type="checkbox"/> White and Black African
<input type="checkbox"/> White and Asian	<input type="checkbox"/> Other Mixed Background	

Asian or Asian British <input type="checkbox"/> Indian	<input type="checkbox"/> Pakistani	<input type="checkbox"/> Bangladeshi
<input type="checkbox"/> Other Asian Background		

Black or Black British Background <input type="checkbox"/> Caribbean	<input type="checkbox"/> African	<input type="checkbox"/> Other Black
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Chinese and Other Ethnic Groups <input type="checkbox"/> Chinese	<input type="checkbox"/> Other Ethnic Groups
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<input type="checkbox"/> Prefer not to say
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Section 9 – Details for Payroll

Bank Name

Bank Address

Name on Account

Account Number

Account Sort Code

Building Society Number

National Insurance Number

Section 10 – Declaration

Please read this carefully and check the information that you have given us before signing the declaration below.

“I hereby confirm that the information I have given in this application is true and accurate to the best of my knowledge. I understand that any false statements may result in disciplinary measures or dismissal and, if serious, may be reported to the police.

I know of no reason, in relation to my health or otherwise, why I would be unable to undertake the duties required for the post I have applied for.”

Signed

Print Name

Date