

# Application Form



Thank you for your interest in our vacancy within Bright Hope in North West Leicestershire. Please complete this form as fully as possible and:

- Return it by email to [matt@brighthouse-nwl.org.uk](mailto:matt@brighthouse-nwl.org.uk) or
- Return it by post to: Bright Hope House, Talbot Lane, Swannington, LE67 8QT

If you require this form in any other format, please contact the charity on 01530 648553.

**We support people who live in the North West Leicestershire area whose life expectancy or quality of life will be affected by their condition, plus carers and partners too.**

<b>Position Applying For</b>	
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<b>Full Name</b>		<b>Title</b>	
<b>Address</b>		<b>Home Tel</b>	
		<b>Mobile Tel</b>	
<b>Postcode</b>		<b>Preferred number for us to contact you on:</b> Home <input type="checkbox"/> Mobile <input type="checkbox"/>	
<b>Email</b>			

Do you have a full current UK driving licence? Yes / No

Do you have access to a vehicle? Yes / No

<b>Please provide details of your experience/Qualifications:</b>

<b>Why would you like to apply for this vacancy at Bright Hope in North West Leicestershire?</b>

<b>What are you currently doing?</b>
<input type="checkbox"/> Employed      What is your job role? _____
<input type="checkbox"/> Student      Course title _____
<input type="checkbox"/> Unemployed <input type="checkbox"/> Retired (previous employment) _____

**References**

Please give details of two people who can comment on your suitability for this post. One referee must be your present or most recent employer.

Referee 1		Referee 2	
<b>Name</b>		<b>Name</b>	
<b>Post title</b>		<b>Post title</b>	
<b>Address</b>		<b>Address</b>	
<b>Postcode</b>		<b>Postcode</b>	
<b>Tel</b>		<b>Tel</b>	
<b>Email</b>		<b>Email</b>	
<b>Relationship to you</b>		<b>Relationship to you</b>	

**Criminal Convictions and Cautions**

The role you are applying for is subject to an enhanced DBS check. The post involves working with vulnerable adults (as defined by the Safeguarding Vulnerable Groups Act 2006) and as such is exempt from the provision of the Rehabilitation of Offenders Act 1974. You must provide details of all convictions including cautions, reprimands, warnings, investigations or pending prosecutions, irrespective of whether they are spent or unspent under the Rehabilitation of Offenders Act 1974.

**Have you ever received a caution, including conditional cautions, been convicted by a court of any offence, been reprimanded, or given a final warning?** Yes / No

If yes please give details of offence(s) and sentence on a separate sheet, enclosed in an envelope marked 'Confidential' and addressed to 'The Chair of Bright Hope.in North West Leicestershire.

**Disability / Health Conditions**

The Equality Act 2010 defines disability as 'A physical or mental impairment which has a substantial and long term adverse effect on the ability to carry out normal day-to-day activities.'

I consider myself  Disabled  Non Disabled

**Please indicate below if you require any reasonable adjustments due to a disability or health condition to enable you to participate in an interview or which you wish us to take into account when considering your application.**

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**Declaration**

- I am over 16 years of age
- I understand that Bright Hope in North West Leicestershire will:
  - In considering my application, treat the information given in this form in confidence.
  - Not disclose information to any third party without my prior agreement
  - Retain information for a period of a year should my offer not be taken up
  - If I am accepted as a member of staff, retain this information for legitimate business purposes (meaning Bright Hope in North West Leicestershire's business as a charity) including contact purposes and general communication regarding charity news, updates and events
- I understand my right to request to see all the information held about me by Bright Hope in North West Leicestershire.
- In signing this form, I give my consent for the information to be used as above.
- I certify that all information which I have provided is correct. I understand that any false information given may result in a job offer being withdrawn.

<b>Signed</b>		<b>Date</b>	
<b>Name (please print)</b>			