

Castle Care Domiciliary Support Services

C Employment History:

Please commence with most recent employer, up to and including your first job since leaving school. Please explain any gaps in employment i.e. having a child.

Job Title	Name & Address of Employer	Date Started	Date Left	Reason for Leaving

D References:

Please give the name, address and telephone number of two people from whom we may obtain both work experience and character references. We reserve the right to contact all past employers.

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J Legal Entitlement:

I confirm that I legally entitled to work in the United Kingdom and if interviewed I will produce one of the following documents:

- o A UK passport
- o An EU passport or nationality card
- o An application registration card issued by the Home Office to an asylum seeker stating that the holder is permitted to take up employment

Or two of the following:

- o An official document bearing a National Insurance number along with:
 - A birth certificate
 - A letter from the Home Office
 - An immigration status document along with a work permit and a passport

In either case, these must confirm the holder has permission to enter or remain in the UK and take the work permit employment in question.

I can confirm that I am legally entitled to work in the United Kingdom.

Signed:.....

Date:.....

The making of a false declaration could in itself, be grounds for refusing employment.

K Data Protection Notification:

The information you have provided in completing this application form will be used to process your application form.

Castle care will keep the information you have supplied is confidential and will not divulge to third parties, except where required by law, or where we have retained the services of a third party representative to act on your/our behalf.

I have read the Data Protection notification, understand, and agree to the use of my personal data in accordance with the Data Protection Act 1998.

Signed:.....

Date:.....

L Confirmation:

I confirm that all the information on the application form is correct and that any false or misleading information will give my employer the right to terminate any employment contract offered.

Signed:.....

Date:.....

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Equal Opportunity Form

We strive to be an equal opportunity employer, and our policy on this important subject is contained within our Employee Handbook. Our policy is designed to ensure that none of our employees or prospective employees receives less favourable treatment as a result of their sex, disability, sexuality, marital status, colour of skin, race, creed or ethnic origin. Equally, we aim to ensure that no such employee is disadvantaged by terms and conditions of employment, which cannot be justified.

So that we can monitor the effectiveness of our policy and subsequent actions, we need to mirror the sex and ethnic origins of our employees, and to this end, we ask for your co-operation in providing the following information.

Please tick the appropriate box.

Sex: Male

Female:

Ethnic Origin:

White

Black-Caribbean

Black-African

Black-Other (Please specify).....

Indian

Pakistani

Bangladeshi

Chinese

Other (Please specify)

Signed:.....

Date:.....

Thank you for taking the time to fill in the application form. Please post it back to me at the address below. Please allow up to 14 working days for us to process your application. However, if you wish to speak to me do not hesitate to contact me on the number below or alternatively email me.

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The Kingfisher Centre
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