



Application Form

Please ensure that all parts of the application are completed in **BLOCK CAPITALS**.

ABOUT YOU

First Name: _____ Last Name: _____

Middle Name(s): _____

National Insurance Number:

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UTR Number (if available):

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Address: _____

Email: _____ Mobile: _____

ELIGIBILITY TO WORK IN THE UNITED KINGDOM

You MUST bring the original documentation, if invited to an interview; as evidence of your entitlement to work in this country. Failure to do so will invalidate your application.

Please confirm which of the following you have (*tick as applicable*):

<input type="checkbox"/>	British Passport	<input type="checkbox"/>	Certificate of Registration / Naturalisation as a British Citizen
<input type="checkbox"/>	Passport showing your right to live & work in the United Kingdom	<input type="checkbox"/>	EEA Passport or state-issued Identity Card plus required work registration letter
<input type="checkbox"/>	Non-European Economic Area (EEA) Passport with relevant & valid work visa	<input type="checkbox"/>	UK Home Office-issued Biometric Residence Permit (BRP)

HAVE YOU GOT WHAT IT TAKES TO BE A MEMBER OF OUR TEAM ?

Tell us 3 top qualities you have that will make you a great member of our team:

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RELEVANT QUALIFICATIONS

Please list all qualifications you currently hold or are currently working to achieve, and which are relevant to providing our services

Name of Qualification Provider (school/college/university)	Qualification	Date Achieved or Expected to be Achieved

WHAT HAVE YOU BEEN UP TO ?

List below your last 3 employers, starting with the current or most recent. *Don't worry if this is your first job, as you will have a chance to share what else you have been involved in further down the application.*

Employer 1

Name of Employer and type of business	Position you held	Rate of pay	Dates of employment (from and to)
What were your duties ?		Reason for leaving	
Manager's Name		Manager's Email	

Employer 2

Name of Employer and type of business	Position you held	Rate of pay	Dates of employment (from and to)
What were your duties ?		Reason for leaving	
Manager's Name		Manager's Email	

Employer 3

Name of Employer and type of business	Position you held	Rate of pay	Dates of employment (from and to)
What were your duties ?		Reason for leaving	
Manager's Name		Manager's Email	

WHAT ELSE HAVE YOU BEEN INVOLVED IN ? (for example: community work / voluntary work / sports teams / work experience)

WHAT'S MISSING ?

Were there any gaps between any of the above jobs listed ? If so, how long and why?

Length of gap	Between which employers ?	Reason for gap

WHO WILL VOUCH FOR YOU ?

Please give us the names of 2 people (not related to you), who can be contact to provide a reference for you. At least one should be work related. If this is your first job, please give the name of a tutor/lecturer.

Name	Telephone Number	Email	How do you know this person ?

REHABILITATION OF OFFENDERS ACT 1974 (EXCEPTIONS) ORDER 1975

In accordance with statutory requirements certain pre-employment checks are conducted for positions involving working with vulnerable groups, specifically children and vulnerable adults.

The information obtained from these checks is used to help safeguard these groups. It will not be used to discriminate unfairly against those with convictions which we consider as unrelated to working with vulnerable groups. Having a criminal record will not automatically bar you from employment with us.

As the position you are applying for gives you privileged access to vulnerable groups, it is an Exempted Occupation under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

This means that you must disclose spent and unspent convictions on this form. This includes any driving offences.

Failure to disclose any criminal convictions could lead either to your application being rejected or, if you are appointed, to dismissal if it is subsequently discovered that you have had any criminal convictions. It is a criminal offence to apply for a position working with children if you are excluded from doing so.

Failure to complete this form may render your application invalid.

PLEASE LIST ANY CRIMINAL CONVICTIONS BELOW

Offence	Court	Date of Conviction

DECLARATION

My signature confirms that all the information given on this application form is true and complete. I understand that any fabrication or deliberate omissions may disqualify my application or lead to my dismissal. I confirm that I am entitled to work in the United Kingdom and can provide original documentation to confirm this. I understand that my employment is subject to references that are satisfactory to SEMS Medical Services Ltd.

SIGNED _____

PRINT YOUR NAME _____

DATE _____

WHAT HAPPENS NEXT ?

Thank you for applying to join our team. Due to the significant levels of applications we receive, we are sorry that we are unable to personally respond to all applications. Successful applicants will be contacted within 14 days.