



**PECULIAR CARE HOMES LIMITED**

**Adding Values to Life**

# **EMPLOYMENT APPLICATION FORM**

Enhanced Disclosure  
*Version 3.0*

**Position applied for and Available start date**

<b>Post Applied for:</b>	
<b>Available Start Date:</b>	

**Personal Details**

<b>Title:</b>	Mr: <input type="checkbox"/> Mrs: <input type="checkbox"/> Ms: <input type="checkbox"/> other: _____	<b>NI Number:</b>	<input type="text"/>
<b>Forename:</b>		<b>Name of Next of Kin (NOK)</b>	
<b>Surname:</b>		<b>Relationship with NOK:</b>	
<b>Home Phone:</b>		<b>Home Phone:</b>	
<b>Mobile Phone:</b>		<b>Mobile Number NOK:</b>	
<b>Email Address:</b>		<b>Email NOK:</b>	
<b>Address:</b>		<b>Address of Next of Kin:</b>	
<b>Postcode:</b>	<input type="text"/>	<b>Postcode:</b>	<input type="text"/>
<b>Where did you hear about this vacancy:</b>			
<b>Do you have the right to work in the UK:</b>	<b>YES:</b>	<b>NO:</b>	<b>Are you a student:</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<b>YES:</b>
			<b>NO:</b>
			<input type="checkbox"/>
<b>Do you have any criminal records:</b>	<b>YES:</b>	<b>NO:</b>	<b>Do you have a full UK driving license:</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<b>YES:</b>
			<b>NO:</b>
			<input type="checkbox"/>
<i>If you have any criminal records please provide details below:</i>		<b>Do you have any points on your license:</b>	<b>YES:</b>
			<b>NO:</b>
			<input type="checkbox"/>
		<b>Do you have access to a vehicle:</b>	<b>YES:</b>
			<b>NO:</b>
			<input type="checkbox"/>

**Education**

<b>Relevant Qualifications</b> E.G. School/College/University/Adult Education ETC (Please begin with most recent and work backwards)			
<b>Qualifications achieved and Grades:</b>	<b>Name &amp; Address of education establishment:</b>	<b>Dates(mm/yyyy)</b>	
		<b>From:</b>	<b>To:</b>

**Other Training/Courses**

[Please continue on a separate sheet if necessary]

**Present Employment**

**Current or most recent post:** (If now unemployed, give details of most recent employer)

Employer's name, address and nature of business:		Main duties & responsibilities:	
<b>Tel No:</b>	<input type="text"/>		
<b>Position:</b>	<input type="text"/>		
<b>Dates:</b>	From: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> To: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
<b>Notice required by current employer / date available to commence employment:</b>		<b>Salary / Rate of pay:</b>	
<b>Period of Notice:</b>		<b>Reason for leaving / wanting to leave:</b>	
<b>Last day of Service:</b>			

**Previous Employment**

Please provide **full** details of all previous posts you have held, including those with Platform (if applicable) starting with the most recent first. You will also need to include any dates (if applicable) when you have not been in employment. (Please use continuation sheets if required).

Name & Address of Employer	Position held/Grade &/or Salary	Dates (dd/mm/yy)		Reason for leaving
		From	To	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Summary of Duties:**

Previous Employment (Cont'd)				
Name & Address of Employer	Position held/Grade &/or Salary	Dates (dd/mm/yy)		Reason for leaving
		From	To	
Summary of Duties:				
Name & Address of Employer	Position held/Grade &/or Salary	Dates (dd/mm/yy)		Reason for leaving
		From	To	
Summary of Duties:				

Name & Address of Employer	Position held/Grade &/or Salary	Dates (dd/mm/yy)		Reason for leaving
		From	To	
Summary of Duties:				
Name & Address of Employer	Position held/Grade &/or Salary	Dates (dd/mm/yy)		Reason for leaving
		From	To	
Summary of Duties:				

### References

Give name, job title, relationship to referee and address to **TWO** people, who must know you well to whom a reference may be made. Referee 1 **must** be your present (or most recent) employer, Referee 2 **must** be from a previous employer (unless you have held only one job, in which case this may be an educational or character reference). If you have never held a job, educational and/or character references will be satisfactory. A character referee: must have known you well personally for at least two years; must not be related to you by birth or marriage: and must hold (currently or retired) some form of professional occupation or public office.

<b>Referee 1</b> Do not contact before interview <input type="checkbox"/>		<b>Referee 2</b> Do not contact before interview <input type="checkbox"/>	
<b>Name</b>		<b>Name</b>	
<b>Job Title:</b>		<b>Job Title:</b>	
<b>Relationship to referee:</b>		<b>Relationship to referee:</b>	
<b>Address:</b>		<b>Address:</b>	
<b>Post Code:</b>	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>	<b>Post Code:</b>	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>
<b>Tel No:</b>	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>	<b>Tel No:</b>	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>
<b>Email:</b>		<b>Email:</b>	

**N.B. Appointment is confirmed subject to receipt of satisfactory references.**

**Please enter all previous addresses in the last 5 years starting with the most recent first. This is to process DBS check only.**

HOME ADDRESS	FROM MONTH/YEAR	TO MONTH / YEAR

## PERSONAL DECLARATION

**I declare that to the best of my knowledge the above information, and that submitted in any accompanying documents, is correct, and**

- I give permission for any enquiries that need to be made to confirm such matters as qualifications. Experience and dates of employment and for the release by other people or organisations of such information as may be necessary for that purpose.
- I give permission for the processing of the personal data contained in this form for employment purposes
- I confirm that the information I have provided on this application form is, to the best of my knowledge, true and accurate. I understand that any job offer may be immediately withdrawn or my employment summarily terminated if any of the information on this form is found to be false or misleading.

**Signed :**

**Date:**