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| Job Applied for: | | U:\Company Logos\Q Logo.jpg |
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| Surname: | Forename(s): | |
| Address: | National Insurance Number: | |
| Teachers’ Reference Number:  (if applicable)  Social Care Wales No.  (if applicable) | |
| Home Telephone:  Mobile:  Email: | |
| Address for Correspondence:  (if different) |
| When could you commence duties if appointed? | |

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| **References:** Please give the name and contact details of **TWO** independent referees from whom QEWC will seek information regarding your suitability for this job. **ONE** of the referees must be your current or most recent employer. If you are not currently working with children but have done so in the past, the second referee should be the employer by whom you were most recently employed to work with children. References will not be accepted from relatives or persons who only know you as a friend. | |
| Name:  Occupation:  Address:  Postcode:  Telephone Number:  Email Address:  Relationship to Applicant:  Can we contact prior to interview?  Yes  No | Name:  Occupation:  Address:  Postcode:  Telephone Number:  Email Address:  Relationship to Applicant:  Can we contact prior to interview?  Yes  No |
| In relation to work with children, QEWC will seek information about any past disciplinary issues relating to children and/or child protection concerns you may have been subject to. | |

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| **Job/Career History** | |
| Current or Last Job:  (please indicate full or part time)  Name & Address of Employer:  Telephone Number:  Email Address: | Job Title:  Date Appointed:  Date Left (if applicable):  Current Salary: £ |

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| Brief details of current or last job: |

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| **Previous Jobs** (list all employment including unpaid & voluntary work, most recent first) | | | | |
| Dates | | Employer Name & Address | Job or jobs held with Employer | Reason for  leaving |
| From | To |
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| **Gaps in Employment** (if you have any gaps in your employment, please give reasons below) |
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| **Qualifications & Training** | | |
| Qualifications Obtained | Type & Level  (GCSE, A Level, Degree etc) | Date Obtained |
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| **Non-qualification Courses & Further Training** | |
| Details | Date |
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| **Personal Statement** |
| (Please provide a detailed statement of the skills, knowledge & experience that makes you suitable for this job) |

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| **Data Protection** |
| The personal information supplied by you on this application form will be used only to consider your application for employment with QEWC. If you are shortlisted, contact will be made with the references you supply on the application form & a confidential reference will be sought from them.  The information you supply on the Equal Opportunities Monitoring Information Form will be used for those purposes stated & will only be retained in an anonymised form so that it cannot be linked to individual applicants. The information you supply will be retained only as long as necessary for the purposes of recruitment & monitoring. |

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| **Are you a member of any Professional Body?** (please give details) |
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| **Driving & Mobility** |
| Do you hold a current full Driving Licence? Yes  No  Type: Manual Yes  No  Automatic Yes  No  Date passed: |

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| **Disclosure and Barring and Childcare disqualification** |
| QEWC is legally obligated to process a Disclosure and Barring Service (DBS) check before making appointments to relevant posts. The DBS check will reveal both spent and unspent convictions, cautions, and bind-overs as well as pending prosecutions, which are not “protected” under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.  We will use the DBS check to ensure we comply with the Childcare Disqualification Regulations  Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the QEWC’s privacy statement which is available upon request.  **Do you have a DBS certificate?:** Yes No Date of check:  If you have lived or worked outside of the UK in the last 5 years QEWC may require additional information in order to comply with ‘safer recruitment’ requirements. If you answer ‘yes’ to the question below, we may contact you for additional information in due course.  **Have you lived or worked outside of the UK in the last 5 years?:** Yes No |

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| **Right to work in the UK** |
| QEWC will require you to provide evidence of your right to work in the UK in accordance with the Immigration, Asylum and Nationality Act 2006.  By signing this application, you agree to provide such evidence when requested. |

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| **Declaration** | | |
| I declare that the information on this application form is full, accurate & complete. I understand that if I provide false information or fail to provide full, accurate information, this may lead to the decision that my application cannot be considered any further, the withdrawal of offer of appointment, or by my dismissal, without notice, if I have been appointed. | | |
| Signed: | | Date: |
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| Safeguarding Declaration | | |
| I declare that the information I have given on this form is complete and accurate and that:   * I am not barred or disqualified from working with vulnerable groups, children or young people * I am not subject to any sanctions or conditions on my employment imposed by the Independent Safeguarding Authority, Secretary of State or other regulatory body. | | |
| Signed: | Date: | |