



10 Gloucester St, Weymouth, DT4 7AP | Telephone: 07538 323344 | Email: info@shortgig.co.uk

APPLICATION FORM

1. Application form

Position applied for	
Date available to take up employment	

2. Personal details

Full Name			
Date of Birth			
Address			
Telephone numbers	Home		
	Mobile		
Email address			
NMC PIN (If applicable)			
National insurance number			
Passport number		Issue Date	
Current Visa Status (select one of the options)	<ul style="list-style-type: none"> • British Citizen • EU Citizen • ILR 	<ul style="list-style-type: none"> • Work Permit • Student Visa • Other 	
Do you own a car?	YES / NO	Do you have driving licence?	YES / NO
If yes, licence type	Provisional / Full		
Driving licence number			
Do you have any current driving convictions	YES / NO	If yes, give details including dates	

3. Education and training

University/College and date attended	Type of course	Subjects	Qualification or class of degree

4. Previous employment

A full work history is required explaining any gaps in employment.

[illegible]

5. Permission to work in the UK (Please Select one option)

Are there any restrictions to your residence in the UK that might affect your right to take up employment in the UK?	YES / NO
If you are successful in your application would you require visa sponsorship to work in the UK?	YES / NO

6. Next of kin

Emergency contact name	
Relationship to you	
Contact number	

7. References (Please provide all information)**

Work reference 1 (most recent employer) – not members of your own family	
Name	
Address	
Organisation	
Occupation	
Telephone number	
Email address	

Work reference 2 – not members of your own family	
Name	
Address	
Organisation	
Occupation	
Telephone number	
Email address	
Work, personal or educational – not members of your own family	
Name	
Address	
Organisation	
Occupation	
Telephone number	
Email address	

The Data Protection Act 1998 requires that any staff handling personal data must follow certain principles in relation to the data that they hold. Individuals have rights of access to data that is held and rights to claim for damages if various offences occur. This covers manual as well as computerised records.

In implementing the legislation, If you are unsuccessful in this application, we will keep this form on file for 6 months should you wish to be considered for other vacancies.

Please tick to show your agreement to this.

☐

Date of previous application	
Previous position applied for	
Did the application go through to interview	
If yes, what was the outcome	

**DECLARATION FOR THE REHABILITATION OF OFFENDERS ACT 1974
(RREGULATED POSITIONS)**

The post for which you are applying is a regulated position. It is a **criminal offence** for a disqualified person to apply to work in a regulated position. The post is also exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974, by virtue of the Exceptions Order 1975 as amended. This means that **all convictions**, including those that are spent under the terms of the Rehabilitation of Offenders Act 1974 **must be declared**.

The information provided will be taken into account in deciding whether to make an appointment or not. It will be completely confidential and will be considered only in relation to this application.

If your application is successful you will be required to co-operate with us in obtaining a disclosure of criminal convictions from the Disclosure and Barring Service.

DECLARATION

Are you a disqualified person? Answer "yes" or "no" _____

Have you ever been convicted in a court of law or accepted a police caution, reprimand or final warning in respect of any offence?

Answer "yes" or "no" _____ If "yes" give full details:

Surname _____

Forenames _____

If you have previously had any other surname(s) or forename(s), you must declare all of them below and state the date of each change and the reason.

Signed

Date

Registration / PIN number(if applicable) _____

Criminal Record Check

I have completed an application for a criminal record check and can further state that to the best of my knowledge and belief, there will not be any positive disclosure made that will preclude me from working with vulnerable adults or children.

I also give permission for a copy of the disclosure to which I am subject, being made available to a named authorised person upon written request, who acts on behalf of a National Government or Local Government Department for auditing purposes.

Name:

Signature

Date

Working with Short Gig

It is our policy to employ the best qualified personnel and provide equal opportunity for the advancement of employees including promotion and training and not to discriminate against any person because of race, colour, ethnic origin, national origin, sex, sexual orientation, religion or belief, pregnancy, trans-gender status, marital or civil partnership status, age or disability.

DECLARATION

I confirm that the information given on this form is, to the best of my knowledge, true and complete. Any false statement will be sufficient cause for rejection or, if employed, dismissal.

I authorise Short Gig to obtain references to support this application once an offer has been made and accepted and release Short Gig and referees from any liability caused by giving and receiving information.

Name

Signature

Date

Please return this document to:

Short Gig, 10 Gloucester Street, Weymouth, DT4 7AP

You may email the completed application form to info@shortgig.co.uk

If you need to discuss any questions within this application form, please contact us at
+44 7538 323344