## 

**APPLICATION FORM**

Use black ink or typescript. Please note that CV’s will not be considered.

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| POST APPLIED FOR: |
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**PERSONAL DETAILS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Forename(s): | |  | Surname  Surname: |  | |
|  | | | | | |
| Address  Postcode |  | | | Home Tel No |  |
| Mobile No |  |
| Email |  |

**EDUCATION AND PROFESSIONAL QUALIFICATIONS**

|  |  |  |
| --- | --- | --- |
| From - To | Secondary Schools, Colleges, Polytechnics, Universities and other Institutions  (indicate if full- or part-time course) | Qualifications |
|  |  |  |

|  |  |
| --- | --- |
|  | |
| From-To | Other Qualifications/Membership of Professional Bodies with levels attained |
|  |  |

**OTHER TRAINING COURSES**

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| --- |
| Please provide details and dates of relevant training courses you have undertaken: |
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#### PRESENT EMPLOYMENT

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Employer's Name and Location: | |  | | |
| Position: |  | | Date Appointed: |  |
| Notice Required: |  | | Reason(s) for Leaving: |  |
| Please outline your duties and responsibilities: | | | | |
|  | | | | |

# EMPLOYMENT HISTORY - most recent employer first

|  |  |  |  |
| --- | --- | --- | --- |
| From - To | Employer’s Name and Location | Post Held | Reason(s) for Leaving |
|  |  |  |  |
| **VOLUNTARY WORK**  Please give details of any relevant voluntary work (including dates) | | | |

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| **ADDITIONAL INFORMATION**  Please describe your experience in working with children and families, where mental ill health was a factor, including how you assessed their needs and engaged with them. Was partnership working involved?  Please provide examples of how you were able to support any family where there were Child Protection issues. What role did you play?   * Looking at the job description, what particular skills do you think would you bring to this post? |

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| **TECHNICAL SKILLS**  Please list any software packages you are familiar with, including word processing packages, databases, spreadsheets and internet software. Please also state your level of competency with each. |
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| --- | --- | --- | --- |
| **REFERENCES**  Please provide name, position, address, email contact and telephone number details for two referees. One should be your current or most recent employer. Please put a cross in the relevant box if you do **NOT** wish us to approach referee(s) before interview. | | | |
| Current or most recent Employer |  | Second Referee |  |
| Name:  Position:  Address:  Postcode:  Email:  Telephone Number: | | Name:  Position:  Address:  Postcode:  Email:  Telephone Number: | |

**OTHER INFORMATION**

|  |  |  |
| --- | --- | --- |
| Do you hold a current driving licence? | | Yes / No |
| How did you learn of this vacancy?  S1Jobs / GoodMoves / ScotJobsNet /  Home Link Family Support/ Other (Please specify) |  | |
| Are you PVG registered to work with children? Yes/No  If yes what is your number |  | |

**DECLARATIONS**

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| --- |
| Please note all information provided on this form and attached documents must be true and correct. Home Link Family Support reserve the right to consider relevant action if false statements become known during selection processes and/or employment, if and as applicable. |

Home Link Family Support

Unit 1, Dalkeith Road Mews, Edinburgh, EH16 5GA

Scottish Charity No SC001360 - Company No 229797