Glasgow North East Carers Centre

## is a charity and a company limited by guarantee registered in Scotland –

## Company No. 320760. Scottish Charity No: SC024647



### Position Applied For:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Personal Details

#### First Name (s)

Address

Tel Number: email:

Do you have a current full clean driving licence? Yes / No

Do you have a car? Yes / No

#### Employment and Training History

Qualifications Obtained And Training Received (beginning with most recent, and continuing on an additional sheet if necessary)

|  |  |  |
| --- | --- | --- |
| Date Obtained | Name of Education or Training Provider | Qualification/Training Achieved |
|  |  |  |

Please detail your employment history to date (beginning with most recent, and continuing on an additional sheet if necessary)

|  |  |  |  |
| --- | --- | --- | --- |
| Dates Employed | Company Name & Address | Position Held and Description of Duties | Reason for Leaving |
|  |  |  |  |

#### Relevant Employment and Voluntary Experience

Please identify below the relevant skills, experience and attributes you have for the post in question.   You should detail experience and skills you gained in your former or current employment, or those that you have gained from voluntary work or a personal situation.  You should also include detail of your knowledge and understanding of unpaid family Carers.   Please provide as much detail as possible - this is your chance to tell us why you would be an excellent candidate for the post.

**References**

Please provide details of two referees who can be approached after a conditional offer of employment has been made. One should be your present (or most recent) employer.

1) Name 2) Name

Designation Designation

Address Address

Telephone Telephone

In what capacity does this person know you

1) 2)

The post for which you are applying is exempt from the Rehabilitation of Offenders Act 1974 by the Exclusions and Exceptions (Scotland) Order 2003. You are therefore advised to declare all convictions including “spent” convictions. These will only be considered in relation to the nature of the post for which you are applying.

|  |  |  |
| --- | --- | --- |
| **Date of Conviction** | **Offence** | **Sentence** |
|  |  |  |

### Declaration

**I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.**

Signed Date

Thank you for completing this application form. Please return marked “Private and Confidential – FAO Manager” to archina@gnecarerscentre.com