



Application for Employment

Please complete this application form legibly and return by the closing date specified in the advertisement. Late applications will not be considered. Only information provided on this application form will be considered by the panel. Curriculum vitae will not be accepted. Candidates will outline clearly how their qualifications and experience meet both the essential and preferred criteria. All information provided will be treated with the strictest confidence. Continuation sheets may be added if necessary.

Please complete all sections of this application form and return to Iris McClure. You may attach the completed form and send by e-mail to iris@roselodge.co.uk or send by post to: Rose Lodge Private Nursing Home, 185 Belsize Road, Lisburn, Co. Antrim, BT27 4LA.

1. About the Position

Position Applied For:

Job Reference (if applicable):

Where did you see this position advertised?

Belfast Telegraph

Lisburn Star

Job Centre

Gumtree

Recommended by family/friend

Other (please specify):

2. Personal Details

Title:	Surname:
Forenames:	
Address:	
Postcode:	
Telephone Number (Home):	Telephone number (Mobile):

<p>Do you have the right to work in the UK?</p> <p>Note: Rose Lodge will require proof of this right before an offer of employment can be confirmed - e.g. Birth certificate and/or any other appropriate document required to confirm your right to work in the UK as required by the Asylum and Immigration Act 1996</p>	<p>Yes</p> <p>No</p>
<p>Are you competent in spoken and written English?</p> <p>Note: If English is not your first language you may be required to sit a basic English test prior to interview.</p>	<p>Yes</p> <p>No</p>
<p>National Insurance Number</p>	
<p>Do you have a clean, current driving licence?</p>	<p>Yes</p> <p>No</p>
<p>Do you have a car or access to a car for business use?</p>	<p>Yes</p> <p>No</p>
<p>Are you prepared to undergo a medical examination if necessary?</p>	<p>Yes</p> <p>No</p>
<p>Have you ever been convicted of a criminal offence?</p> <p>Note that Health Care Workers are expressly excluded from the protection of Rehabilitation of Offenders Act 1974</p> <p>If yes please give details.</p>	<p>Yes</p> <p>No</p>
<p>RGN PIN Number (For Nurse Positions)</p>	
<p>NISCC Registration Number (If NISCC Registered)</p>	

3. Education

Type of School (i.e. Grammar/ Secondary)	Examinations taken and Qualifications Gained (Specify Grades)

4. Further and Higher Education

Name of Institution (state if full time or part time)	Subjects Taken and Qualifications Gained (Specify Grades or Degree Class Obtained)

5. Membership of Professional Organisations

Institute/Organisation	Grade Of Membership (Where appropriate)

6. Employment Record (Please list chronologically, starting with current or last employer)

Name and Address of Employer and Nature of Business:	Dates Employed (From / To)	Job Title and Job Function/Responsibilities:	Final Salary and Reason for Leaving

7. Training

Details of training courses attended and awards achieved, including dates, if appropriate

8. Suitability for this Position

Please detail your suitability for this position. You should illustrate how you meet the essential criteria for this position (if applicable).

Please use continuation sheets if necessary.

9. Referees

Please give the details of two work related referees, including your current or most recent post. Referees will not be contacted without your prior approval.

Name:	Name:
Position:	Position:
Company:	Company:
Address:	Address:
Telephone No.:	Telephone No.:
Nature of Relationship:	Nature of Relationship:

10. Verification of Information

I certify that all information which I have provided is correct. I understand that any false information given may result in a job offer being withdrawn or dismissal from any position I may be offered.

Signature:

Date:

Please complete the separate monitoring form enclosed.