



APPLICATION FOR EMPLOYMENT

Candidate No: (for office use)

POSITION APPLIED FOR

Job Title:

Community Food and Nutrition
Development Worker

Closing Date:
12pm Mon 6 Dec 2018

FORM TO BE RETURNED TO:

HHEAG
The Gatehouse Centre
Hareclive Road, Hartcliffe,
Bristol
BS13 9JN
Or e-mail to: office@hheag.org.uk

PERSONAL DETAILS (IN BLOCK CAPITALS PLEASE)

Surname

Tel No. Home

First Name(s)

Tel No. Work

National Ins. No

Address

DECLARATION

I declare that the information provided in this application is true and I understand that any wilful misrepresentation or omission may result in dismissal if appointed. I understand that if this post is one that has access to children and vulnerable adults HHEAG has my permission to proceed with the relevant DBS check.

Sign:

Date:

The information up to this point of the application form will be not be seen by those involved until after the shortlisting and interview process has been completed.

GENERAL / FURTHER & HIGHER EDUCATION. Please indicate periods of study most applicable. Please indicate professional training and qualifications gained or in progress.

Schools / colleges. Course subjects studied. Qualification and grade. Full or part time. Date obtained.

OTHER RELEVANT COURSES. Please give details of other relevant courses:

Course (please specify if qualification was awarded), Duration, Date completed

PROFESSIONAL MEMBERSHIP

Name of Organisation, Grade or Category of membership. Certificate/Pin no/Reg no.
Date Accredited

PRESENT/MOST RECENT EMPLOYMENT

Position held

Present (or last) Salary

Salary Scale/Grade

Date Appointed

Date Left/Notice Required

Name/address of employer:

Reason for leaving/wishing to leave

Main Duties/Responsibilities

PREVIOUS EMPLOYMENT

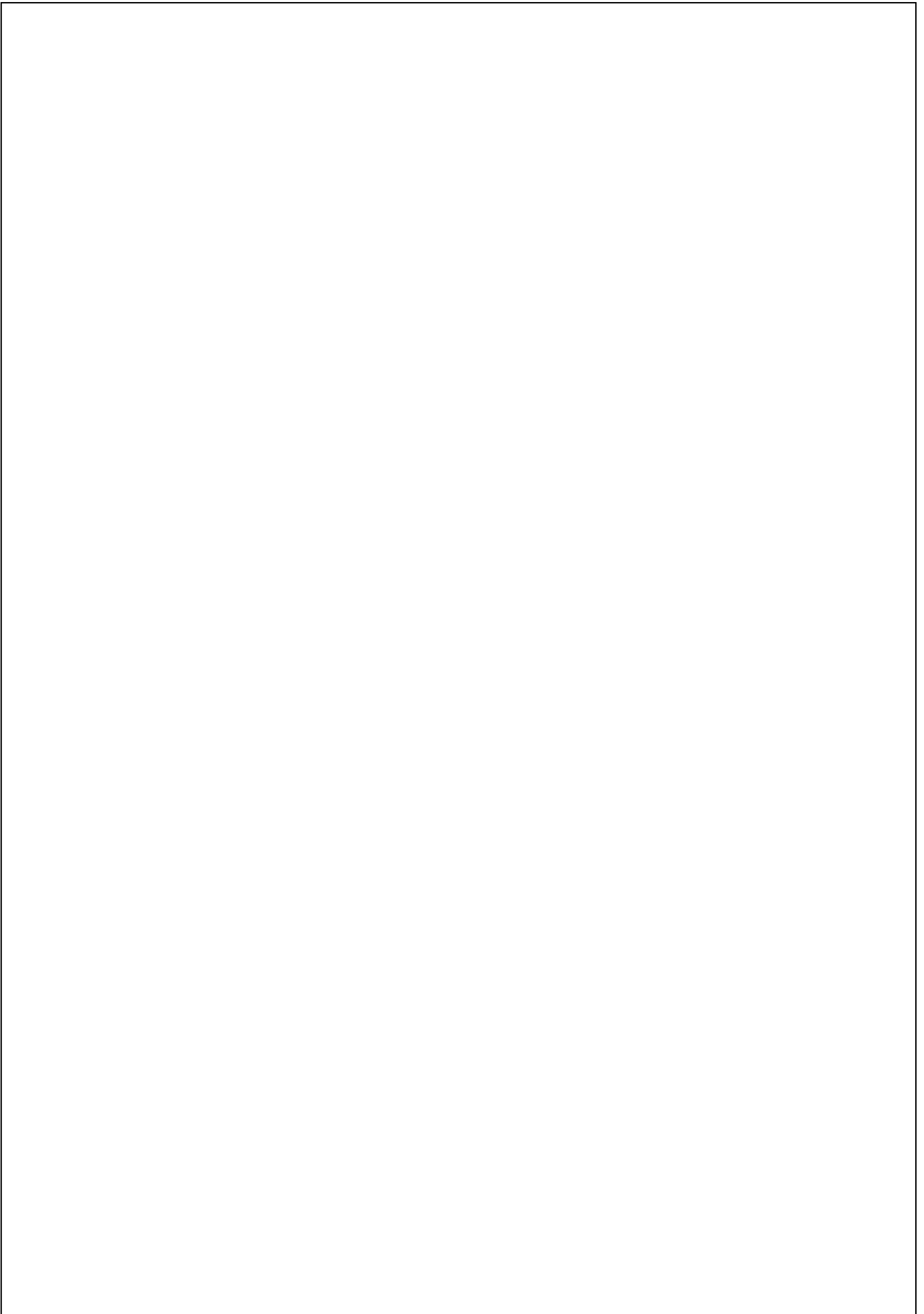
Please detail at least the last 5 years, starting with your most recent employment.

Duration – Employers name & address – Position held & principal duties – Hours FT/PT – Reason for leaving (continue on a separate sheet if necessary)

Are there any periods of time in the last 5 years unaccounted for? **Yes/No***
If Yes, please explain below. **Delete as appropriate*

WHY ARE YOU APPLYING FOR THIS JOB

Please give a concise account of relevant experience and skills you could bring to this post (maximum two sides of A4) and state why you believe you should be considered for this post with reference to the person specification.



REFERENCES

Enter the names of persons from whom references can be obtained. At least one should be your present employer or most recent employer (school or college for students). Names of friends or relatives are not acceptable for references.

1. Name
Post Title
Address

2. Name
Post Title
Address

Postcode
Tel No.

Postcode
Tel No.

In what capacity does this referee know you?

In what capacity does this referee know you?

If this was under a different name please state

If this was under a different name please state

How long has this referee known you?

How long has this referee known you?

May we approach this referee before interview? May we approach this referee before interview?

YES/NO.

YES/NO

** No contact will be made with your referees unless you are short listed for interview.*

*For short listed candidates references will be sought prior to interview unless you indicate above if you do not wish us to do so. **Please note:** In some circumstances HHEAG may need to seek a reference from other previous employers.*

GENERAL INFORMATION

Are you related to any employee of HHEAG or any person connected to this post?
YES/NO

If yes, give details.

Do you require a work permit to work within this country? **YES/NO ***

Do you hold a current work permit? **YES/NO/NOT APPLICABLE***

*Delete as appropriate

If Yes please give expiry Date:

For jobs requiring a driving licence*

Do you hold a current driving license? **Yes/No**

Will you have use of a car? **Yes/No**

****Required for this post***