



Baxendale Care Home, Baxendale, Whetstone, London N20 0EH
Tel: 020 8445 1127 • Fax: 020 8343 8324
www.baxendalecare.org.uk • info@baxendalecare.org.uk

Job Application Form

Position Applied For Closing Date.....

Personal Details		
Family Name.....	Fore Name(s).....	Title.....
Address.....	Telephone No.....	(h)
.....	(m)
.....	Email:.....	

Education & Training		
Date Completed	College / Training Provider	Details of Qualification , subject, etc
Academic		
Vocational		

Employment History**Current / Most recent**

Name of Employer..... Job Title.....

Address..... Employed from to.....

..... Reason for leaving.....

..... Notice Required.....

Brief Description of Duties:.....

.....

Previous Employer	Date Started	Leaving Date	Job Title	Reason for leaving

References: Please supply the names of two referees whom we are able to approach prior to appointment. One must be your most recent employer.

1. Name.....

Job Title.....

Address.....

.....

.....

Tel No

May we contact prior to interview yes no

2. Name.....

Job Title.....

Address.....

.....

.....

Tel No

May we contact prior to interview yes no

Personal Statement

Please explain how you meet the requirements identified in the Job Description / Job Specification, detailing any skills, aptitudes, knowledge, and experience you possess that you feel are appropriate to the role you are applying for:

Please continue on another sheet of paper if you need to.

Criminal Convictions

Workers of The Home are subject to the Health and Social Care Act 2008, and will be subject to a Police Record Check through the DBS. Please declare all criminal convictions, whether spent or not, charges, whether proceeded with or not, and warnings and cautions.

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Please note, you may not be eligible for work in a care setting if you are on the DBS Register(s).

Capacity to work in the UK

Are there any restrictions to your residence in the UK which might affect your right to take up employment in the UK?

Yes / No
(circle as appropriate)

If yes, please provide details.

If you are successful in the application, would you require a work permit prior to taking up employment?

Yes / No
(circle as appropriate)

Note: Minimum age legislation dictates that care workers in general must be 16 years old or older. Please inform your interviewer immediately if you do not meet these specifications.

Do you require us to make any special arrangements in order for you to participate in the recruitment process? For example, large print forms? Or additional time to complete forms?

Yes / No
(circle as appropriate)

If yes please give details:

Any offer of employment will be subject to a medical assessment of fitness to perform the role.

Number of days absent from work due to sickness over the past 2 years.....

Number of separate periods of sickness during the past 2 years

If offered this position do you intend to continue working in any other capacity?

Yes / No
(circle as appropriate)

If yes please give details:
(including number of hours/days of the week)

SIGNATURE and DECLARATION – IMPORTANT – READ BEFORE SIGNING

I declare that to the best of my knowledge and belief the information given by me in this application is true, and I understand that the above information forms the basis of my contract of employment. I understand that if any of the information supplied by me is found to be falsely declared, my contract may have been fundamentally breached and my employment may be terminated immediately.

I understand that I may not be offered a post until a satisfactory response has been received with respect to my DBS Register status, and that should I subsequently be offered a post, that offer will be subject to receipt of two satisfactory references, one of which must be from my previous employer, and that confirmation of the employment will be subject to a satisfactory criminal record check from the DBS.

I understand that until a satisfactory response is received from the DBS, and my employment is confirmed, I will be supervised at all times at work, and will not seek or have unsupervised access to vulnerable people. If the post I have applied for is as a Registered Nurse, my confirmation of employment will also be subject to a satisfactory search of the Nursing and Midwifery Council records and registers. By my signature, I authorise Baxendale Care Home to request a DBS Register check and a criminal records check from the DBS, on initial employment and at any time during my employment thereafter. I undertake to inform my employer immediately if my DBS Register status or criminal status changes at any time during my employment, such as by being charged with an offence (other than motoring offences), the administering of a warning, criminal conviction, referral to any register of barred care workers, or withdrawal of any registration required by my employment status.

Signed: _____ Date: _____