



Dignified Senior Living

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**APPLICATION FORM
PRIVATE & CONFIDENTIAL**

Please complete fully. If filling in by hand PRINT clearly

Employment required

Position applied for: _____
Salary Expected: £_____ per _____
Where did you hear about this vacancy? _____
When would you be available to start? _____
Would you work full time? Yes No If part-time, state days / hours: _____
If offered the position, will you continue to work in any other capacity? Yes No
Have you previously worked for us? Yes No If yes, when? _____

Personal Details

Full Name: Title: _____ Forename(s) _____ Surname _____
Home address: _____
_____ Post Code: _____
Private telephone: _____ Mobile: _____ E Mail: _____
Date of Birth: _____ N.I. Number: _____
Are you legally eligible for employment in the UK? Yes No
Do you require a work permit to work in the UK? Yes No

Is your ability to perform the particular job for which you are applying limited in any way?

If so, how can we overcome this?

Do you have a relevant current driving licence? Yes No
Please give details of any driving offences currently under endorsement:

Note: If you are invited to attend an interview, and your driving licence is relevant to your application, please bring it with you.

Give details of any unspent criminal convictions that you may have (as in accordance with the Rehabilitation of Offenders Act 1974).

Employment

We require a full employment history, including all unemployed periods, beginning with your most recent. Please continue on a separate page if necessary.

Name & Address of Employer	From: Month Year	To: Month Year	Starting Salary	Leaving Salary	Name of Manager
			£	£	
			Per	Per	
	Job Title:				
	Describe the work you did:				
Tel:					
Type of business:					
Reason for leaving:					

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			Per	Per	
	Job Title:				
	Describe the work you did:				
Tel:					
Type of business:	Reason for leaving:				

Please describe any other work you have been involved in, eg. Voluntary, freelance, project work, etc.

Dates/duration Description:

Education, Qualifications & Training

Beginning with the most recent events, give details of your education, qualifications and training to date. Include under 'Details' the places you attended.

Details	Dates From/To	Qualifications Gained

Experience

Outline particular experience gained in previous position, or in activities outside of work that you feel show your aptitudes and skills for the position applied for.

Interests

Give details of your main interests and the depth to which these are pursued.

Give any further information which you think may assist us in considering your application.

References

Please provide names, addresses and occupations of two referees (not relatives), preferably previously employers whom we may approach with regard to your application at an appropriate and later date after obtaining your permission.

Name: _____	Name: _____
Occupation: _____	Occupation: _____
Address: _____	Address: _____
_____	_____
_____	_____
Tel: _____ E: _____	Tel: _____ E: _____

I declare that to the best of my knowledge and belief the information given in this application is correct.

Signature: _____ Date: _____

For Office Use Only

Application for evaluated by: _____ Date: _____

Comments: _____

Action:

1st Stage INTERVIEW Date: _____ or REJECT or HOLD

2nd Stage INTERVIEW Date: _____ or REJECT or HOLD

3rd Stage JOB OFFER Date: _____ or REJECT or HOLD

Offer Details:
