



The John Townsend Trust

Royal School for Deaf Children Margate
Westgate College for Deaf People
Community Living Services
Monkshill Farm

Office Use Only:

____ / ____

APPLICATION FORM - CONFIDENTIAL

PLEASE COMPLETE IN BLACK INK

Please contact us if you require help filling out this application form or require an alternative format.

Full name: _____

Address: _____

Postcode: _____ Email address: _____

Home Telephone No: _____ Mobile No: _____

National Insurance No: _____

Post applied for*: _____

* FOR RESIDENTIAL SUPPORT WORKER POSTS ONLY, please state age if 21 or under (GOR): _____

How did you find out about this vacancy? _____

CURRENT EMPLOYMENT (or most recent employment)

Dates	Name & Address	Description of main duties and responsibilities	Reason for Leaving

EMPLOYMENT HISTORY (please account for any gaps in your employment)

Dates	Names & Address	Description of main duties and responsibilities	Reason for Leaving

SECONDARY EDUCATION

Exams Taken	Level	Results

FURTHER/HIGHER EDUCATION

Exams Taken	Level	Results

MEMBERSHIP OF PROFESSIONAL BODIES

Please include details of any professional registration numbers if you have them.

Name of Body	Grade of Membership	Date Admitted

CONTINUOUS PROFESSIONAL DEVELOPMENT

Please give details of training courses you have attended that may be relevant to this role.

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SUPPLEMENTARY INFORMATION

1) Please detail why you are applying for this post and how you feel your knowledge, skills and abilities meet the job requirements. Please continue on a separate sheet if necessary.

2) What are your immediate career objectives?

3) What are your interests and hobbies?

4) Are you related to a member of our Governing Body, a member of staff, a pupil, student or resident, or any member of our committees or working parties? No Yes (If yes please give details)

DISCLOSURE OF CRIMINAL CONVICTIONS

Is there anything that may appear in your CRB check? No Yes (If yes please give details of the nature and extent, including dates)

ELIGIBILITY TO WORK IN THE UK

I confirm that I am entitled to work in the UK & Ireland and can provide original documentation to confirm this Yes No If no please provide details:

CURRENT REMUNERATION (or remuneration on leaving)

Basic salary per year	£
Other substantial benefits, e.g., bonuses	£
Total Remuneration per year	£
Period of notice you are required to give	
When would you be available to start work?	

REFERENCES

Please give details of three referees, one of whom should be your current or most recent employer.

1. Name: _____ Relationship: _____
 Address: _____
 _____ Postcode: _____
 Telephone No: _____ Mobile No: _____
 Email: _____
 May we contact prior to interview? Yes No

2. Name: _____ Relationship: _____
 Address: _____
 _____ Postcode: _____
 Telephone No: _____ Mobile No: _____
 Email: _____
 May we contact prior to interview? Yes No

3. Name: _____ Relationship: _____
 Address: _____
 _____ Postcode: _____
 Telephone No: _____ Mobile No: _____
 Email: _____
 May we contact prior to interview? Yes No

INTERVIEW

Please provide us with an emergency contact. This is in case of incident whilst on our premises if you are selected for interview.

Name: _____ Contact number: _____



The Trust is part of the 'two ticks' disability scheme. If you meet the minimum requirements of the job and wish to take up the offer of a guaranteed interview under this scheme, please tick here.

DECLARATION

- I declare that the information I have given is to the best of my knowledge true and correct. I understand that any deliberate false statements or withholding of material facts could result in the termination of my contract of employment.
- I give my express consent that any previous employer may be approached by the Trust.
- I give my express consent for personal data (including "sensitive" personal data) collected in the application process to be processed and stored in manual and electronic records in accordance with the Data Protection Act 1998.

Signed: _____ Date: _____

Please return this form to the HR Department, The John Townsend Trust, Victoria Road, Margate, Kent, CT9 1NB