

# VIDA

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## HEALTHCARE

### CONFIDENTIAL APPLICATION FOR EMPLOYMENT

<b>Position applied for</b>	
<b>Care Home (delete as appropriate)</b>	VIDA HALL / VIDA GRANGE
<b>Available to take up employment (insert date)</b>	
<b>Prepared to work: (delete as appropriate)</b>	FULL TIME/PART TIME/BANK (CASUAL) DAYS/NIGHTS/NO PREFERENCE

#### PERSONAL DETAILS

<b>Name</b>	
<b>Address</b>	
<b>Home telephone</b>	
<b>Mobile telephone</b>	
<b>Email</b>	
<b>National Insurance Number</b>	

#### LANGUAGES

<b>Give details of any foreign languages you may read or speak and level of fluency</b>	
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#### EDUCATION/TRAINING

School/college name and address	Subjects studies and results


**OCCUPATIONAL QUALIFICATIONS**

College/institute or other name	Qualification/Level

**MEMBERSHIP OF PROFESSIONAL BODY**

Name	Level

**PIN NUMBER (NURSES ONLY)**

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**EMPLOYMENT**

<b>Present/most recent employer name</b>		
<b>Address</b>		
<b>Date employed</b>	<b>Start</b>	<b>End</b>
<b>Job title</b>		
<b>Duties</b>		
<b>Reason for leaving</b>		

<b>Employer</b>		
<b>Date employed</b>	<b>Start</b>	<b>End</b>

<b>Job title</b>	
<b>Duties</b>	
<b>Reason for leaving</b>	

<b>Employer</b>		
<b>Date employed</b>	<b>Start</b>	<b>End</b>
<b>Job title</b>		
<b>Duties</b>		
<b>Reason for leaving</b>		

**COMMUNITY/VOLUNTEER ROLES**

<b>Organisation</b>	<b>Position</b>	<b>Duties</b>

**REFERENCES**

Notes: you must provide 2 references. References will not be accepted from friends or family members. One reference must be your present or most recent employer. We will not apply for references without your permission.

**REFERENCE 1**

<b>Name</b>	
<b>Organisation &amp; Address</b>	
<b>Capacity in which you are known to this person</b>	
<b>Telephone</b>	
<b>Email</b>	

**REFERENCE 2**

<b>Name</b>	
<b>Organisation &amp; Address</b>	

<b>Capacity in which you are known to this person</b>	
<b>Telephone</b>	
<b>Email</b>	

**PERMISSION TO WORK IN THE UK**

<b>Are there any restrictions to your residence in the UK that might affect your right to take up employment in the UK?</b>	YES/NO (Delete as appropriate)
<b>If you are successful in your application would you require permission to work in the UK?</b>	YES/NO (Delete as appropriate)

**PERSONAL STATEMENT**

Please use this space to tell us your reasons for applying for this position. Use a continuation sheet if you wish.

**HOBBIES AND INTERESTS**

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**CONVICTIONS**

<p><b>Do you have any convictions, cautions, reprimands or final warnings that are not 'protected' as defined by The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).</b></p> <p><b>The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service Website.</b></p> <p><b>(Declaration subject to the Rehabilitation of Offenders Act 1974)</b></p>	<p><b>If yes, give details here:</b></p>
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**RECRUITMENT SOURCE**

<p><b>Where did you hear about this vacancy?</b></p>	
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**RECRUITMENT POLICY**

<p>It is the organisation's policy to employ the best qualified personnel and provide equal opportunity for the advancement of employees including promotion or training and not to discriminate against any person.</p>
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**DATA PROTECTION POLICY**

<p>Vida Healthcare will process your data lawfully, in accordance with the General Data Protection Regulation GDPR (specific references can be found in brackets). We will use any personal information you have provided in order to review and progress your application for employment, allowing us to fulfil our legitimate interests (Article 6.1.f) as an employer and to follow the necessary processes before entering into a contract of employment (Article 6.1.b) with you. We will not share your information with third parties and we will keep your application on file for a maximum of 6 months, unless you become an employee with the company.</p>
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**DECLARATION**

<p><b>I declare that the information presented in this application form is true to the best of my knowledge and belief. Any false statement will be sufficient cause for rejection or, if employed, dismissal.</b></p>	
<p><b>Signature</b></p>	
<p><b>Date</b></p>	

Please return your completed application form to **recruitment@vidahealthcare.co.uk**