

## Kidz Play Job Application Form

Application for the post of;

Closing Date

### Personal

First Name  Surname

Address

Home No;

Mobile No;

E-Mail Address

### References

Please give the names and full addresses of two people who can verify or confirm your employment record. One must be your current/last employer. Please do not use relatives or partners as referees

Name

Position Held and relationship to you;

Organistaion name and address

Telephone No;

E-Mail Address

May we contact the referee before interview? Yes  No



**Recruitment Monitoring Form - Confidential**

**Equal Opportunities**

We are committed to equal opportunities in employment. As part of this application all applicants for employment are requested to complete this section for the purposes of monitoring this process. The information it contains will not be used in deciding whether or not to invite you to interview or offer you employment. As an equal opportunities employer, we aim to ensure that no job applicant received less favourable treatment on the grounds of age, sex, race, colour, marital status, religion, ethnic origin, nationality or sexual orientation. Please help us to achieve this aim by completing the following questions.

Full name

Date of Birth  Age

If you are invited to attend for interview or take up employment and require special arrangements please give details below;

**Disability;**

Do you consider yourself to have a disability? Yes  No

**Gender;**

Male  Female

**Ethnic Origin**

I would describe my race or ethnic origin as ( please tick appropriate box);

| <b>White</b>                           | <b>Black</b>                             | <b>Asian</b>                         |                          |
|----------------------------------------|------------------------------------------|--------------------------------------|--------------------------|
| White British <input type="checkbox"/> | Black British <input type="checkbox"/>   | Bangladeshi <input type="checkbox"/> | <input type="checkbox"/> |
| White Irish <input type="checkbox"/>   | Black African <input type="checkbox"/>   | Pakistani <input type="checkbox"/>   | <input type="checkbox"/> |
| White Other <input type="checkbox"/>   | Black Caribbean <input type="checkbox"/> | Indian <input type="checkbox"/>      | <input type="checkbox"/> |
|                                        | Black Other <input type="checkbox"/>     | Asian Other <input type="checkbox"/> | <input type="checkbox"/> |

**Chinese**

**Mixed**

|                                        |                                                    |
|----------------------------------------|----------------------------------------------------|
| Chinese <input type="checkbox"/>       | White and Black Caribbean <input type="checkbox"/> |
| Chinese Other <input type="checkbox"/> | White and Black African <input type="checkbox"/>   |
|                                        | White and Black Asian <input type="checkbox"/>     |

Other please state;

Have you ever been convicted, cautioned or reprimanded for a criminal offence?

Yes  No

Are you on the **List 99** disqualified from working with children or subject sanctions imposed by a regulatory body?

Yes  No

If yes, please give details and date(s) in the space below;

Do you need a permit to work in the UK? Yes  No

National Insurance Number;

I consent to Kidz Play holding the data in the equal opportunities section of this form in your data base and manual file;

Signature Of Applicant;

Date;

**Employment History**

**Current / Most recent employment**

Name and address of employer;

Date Started  Until

Job Title

Basic Salary per annum;

Brief description of duties;

Reason for leaving;

**Other employment / career history starting with most recent;**

For post which involve working with children please give full employment history, accounting for any gaps ( please continue on a separate piece of paper if necessary)

| From | To | Employer name and address; | Post | Reason for Leaving |
|------|----|----------------------------|------|--------------------|
|      |    |                            |      |                    |

Please give details of other interests including involvement in voluntary organisations which are considered relevant;

|  |
|--|
|  |
|--|

**Experience / relevant skills**

Having read the job discription please state how your experience and achievements to date would make you a suitable candidate for this post.

**Health Information**

Please give number of sick days in the last 12 months

Please give number of separate occurrences if illness in the last 12 months

Are you currently on any medication / drugs                      Yes                       No

If yes give explanation;

How many units of alcohol do you consume in a week?

**Note;** 1 unit = 1 medium glass of wine or 1 half pint of beer

Do you have any health issues that you think would Kidz Play should be made aware of?

Yes                       No

If yes please give explanation;

**Declaration**

Any of the information in this application is subject to check. I understand that any false, inaccurate or incomplete information could result in dismissal, disciplinary action or withdrawal of any offer of employment.

I declare that the information given on this is to the best of my knowledge correct and complete and can be treated as part of any subsequent contract of employment.

Signature;  Date

Please return in an A4 envelope marked "Confidential" to ;

Kate Ward, Solent Business Centre, Unit 004a, Millbrook Road, Southampton, SO15 0HW  
(Please allow for the correct postage when returning.)