**APPLICATION FOR POST OF: Virtual Stroke Group Organiser**

**PLEASE STATE WHERE YOU SAW THE JOB ADVERTISED:**

**Including which website\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**1. PERSONAL INFORMATION**

**Title:\_\_\_\_\_\_\_ Surname:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Forename(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Telephone Home:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Ext:­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_**

**Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Mobile\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**2. MOST RECENT EMPLOYMENT**

**Employer : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Job Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Joining Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Leaving Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Notice Period : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Salary : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Full/Part Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Describe main duties of this post :**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**3. EMPLOYMENT HISTORY**

**Please give details in chronological order**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DATES**  **From To** | **EMPLOYER** | **FULL/PART**  **TIME** | **POSITION**  **& SALARY** | **REASON FOR**  **LEAVING** |
|  |  |  |  |  |

**4. EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS**

**Please list all academic, vocational, professional and technical qualifications in chronological order of award. Where it is not obvious, please identify the awarding body**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SCHOOL/COLLEGE/**  **UNIVERSITY** | **FROM** | **TO** | **QUALIFICATION** | **DATE** |
|  |  |  |  |  |

**5. GENERAL**

**DO YOU HOLD A CURRENT DRIVING LICENCE? YES/NO**

**DO YOU OWN A CAR? YES/NO**

**HAVE YOU BEEN CONVICTED OF A CRIMINAL OFFENCE? YES/NO**

*IF YES, PLEASE GIVE DETAILS OF ALL CONVICTIONS (INCLUDING MOTORING*

*CONVICTIONS) DATES OF CONVICTIONS AND SENTENCES IMPOSED.*

**HAVE YOU HAD A CRIMINAL RECORDS BUREAU CHECK/DISCLOSURE AND BARRING**

**SERVICE CHECK YES/NO**

**IF NOT, WOULD YOU OBJECT TO A CRB/DBS CHECK YES/NO**

**5. GENERAL continued**

**Please give total number of days absent from work in the last year excluding annual leave. …..**

**Please give particulars of all absences from work that exceeded one week in duration during the last two years owing to illness.**

*PLEASE ADDRESS THE FOLLOWING QUESTIONS IN NO MORE THAN 500 WORDS*

**WHY ARE YOU APPLYING FOR THIS POST NOW?**

**WHAT PARTICULAR EXPERIENCE AND SKILLS CAN YOU BRING TO THIS ROLE? Please include how you meet the person specification.**

**WHAT ARE YOUR LEARNING/DEVELOPMENT NEEDS IN RELATION TO THIS**

**POSITION?**

**6. REFERENCES**

**Two references are required, one of which should be from your current/last employer. References will need to reflect the applicant’s ability to work in an organisation where teamwork is strongly emphasised alongside individual professional competence.**

**The names and addresses of relevant persons should be entered below. Two referees will usually be sufficient but a third may be added if the applicant considers it would be useful.**

**a) Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**b) Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Email :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**7. DECLARATION**

***I declare that the information provided on this form is correct to the best of my knowledge and that I have not omitted any relevant information which might have a bearing on my application. I understand that any subsequent contract of employment offered by Bristol After Stroke will be made only on this basis.***

***Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

**It is the policy of this organisation to offer all contracts on the clear understanding that new employees will work for the first six months as a probationary period*.***

**Please return this form to: Bristol After Stroke**

**The Gatehouse Centre**

**Hareclive Road**

**Hartcliffe, Bristol**

**BS13 9JN**

**For the Attention of Rebecca Sheehy**