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**Application Form**

**Post Applied for**:Seacroft Hub Worker / Garforth Hub Worker (delete as appropriate)

**Where did you see the advert for this post?…………………………………………………………………**

**(*if via the internet, please specify which website*)**

|  |
| --- |
| **Contact & personal details** |
| Please complete this sheet. It will be separated at the shortlisting stage to ensure complete anonymity of all applicants.  |
| **Surname: Forename:****Address: Postcode:****Telephone: Day: Evening:** **Email address:****Are you registered on the DBS Update service? Yes/No** |
| **References** |
|   |
| **Name: Job title:****Address:****Tel: Email:****Relationship to you:** |
| **Name: Job title:****Address:****Tel: Email:****Relationship to you:** |

**Signature.....................................................................Date...........................**

**Equality and Diversity Monitoring form**

LS14 Trust is committed to equality and diversity across its work and in employment practices. We will assess applicants for jobs without regard to race, gender, sexual orientation, gender reassignment, age, health, religion or belief or any disabilities.

The information given on this page will be for monitoring purposes only and will be detached from the application form before short listing.

Your co-operation in completing this form is greatly appreciated, but not mandatory. Any information you provide is treated in strictest confidence and does not form part of your application. If you complete this sheet, it will be separated at the shortlisting stage to ensure complete anonymity of all applicants.

Post applied for: Seacroft Hub Worker / Garforth Hub Worker (delete as appropriate)

Where did you see this post advertised?:

1. Your age

|  |  |  |
| --- | --- | --- |
| 16 – 24 [ ]  | 25 – 34 [ ]  | 35 – 44 [ ]  |
| 45 – 54 [ ]  | 55 – 64 [ ]  | 65+ [ ]  |

B. Your disability

The Equality Act 2010 protects disabled people. The Act defines a person as disabled if they have a physical or mental impairment, which has a substantial and long term (i.e. has lasted or is expected to last at least 12 months) and has an adverse effect on the person’s ability to carry out normal day-to-day activities.

Do you consider yourself to be disabled according to the terms given in the Equality Act 2010?

|  |  |
| --- | --- |
| Yes [ ]  | No [ ]  |

If you have answered yes, please indicate which applies to you (by ticking next to it below).

People may experience more than one type of impairment, in which case tick all the types that apply. If your disability does not fit any of these types, please mark Other.

|  |  |
| --- | --- |
| [ ]  | Physical impairment, such as difficulty using your arms or mobility issues which means using a wheelchair or crutches |
| [ ]  | Sensory impairment, such as being blind / having a serious visual impairment or being deaf / having a serious hearing impairment |
| [ ]  | Mental health condition such as depression or schizophrenia. |
| [ ]  | Learning disability, (such as Down’s syndrome or dyslexia) or cognitive impairment (such as autism or head-injury)  |
| [ ]  | Long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy |
| [ ]  | Other, such as disfigurement (specify below if you wish) |

C. Your ethnic group

(These are based on the proposed Census 2021 categories, and are listed alphabetically)

Asian

|  |  |  |  |
| --- | --- | --- | --- |
| Bangladeshi [ ]  | Indian [ ]  | Pakistani [ ]  | Chinese [ ]  |
| Other [ ]  |

Black

|  |  |  |
| --- | --- | --- |
| African [ ]  | Caribbean [ ]  | Other [ ]  |

Mixed

|  |  |  |  |
| --- | --- | --- | --- |
| White and [ ] Black African | White and [ ] Black Caribbean | White and [ ] Asian | Other [ ]  |

White

|  |  |  |
| --- | --- | --- |
| British [ ]  | Irish [ ]  | Other [ ]   |

Other ethnic group

|  |
| --- |
| Arab [ ]  |
| Other [ ]  |
| If other, please specify: |

Prefer not to say [ ] ☐

D. Your gender

|  |  |  |
| --- | --- | --- |
| Male [ ]  | Female [ ]  | Non-binary [ ]  |
| Other [ ]   | Prefer not to say [ ]  |  |
| I identify my gender as: |

Do you consider yourself to be a trans person?

|  |  |  |
| --- | --- | --- |
| Yes [ ]  | No [ ]  | Prefer not to say [ ]  |

E. Your religion or belief – Which group below do you most identify with?

|  |  |  |  |
| --- | --- | --- | --- |
| No religion [ ]  | Baha’i [ ]  | Buddhist [ ]  | Christian [ ]  |
| Hindu [ ]  | Jain [ ]  | Jewish [ ]  | Muslim [ ]  |
| Sikh [ ]  | Other [ ]  |  Prefer not to say [ ]  |
| If other, please state:  |

F. Your sexual orientation

|  |  |  |
| --- | --- | --- |
| Bi/Bisexual [ ]  | Gay/Lesbian [ ]  | Straight  [ ]   |
| Ace/Asexual [ ]  | Other [ ]  | Prefer not to say [ ]  |
| If other, please state:  |

### Post Applied for: ………………………………………………………

|  |
| --- |
| Work history – most recent Employer first |
| Please tell us about your career, roles you have done in a professional capacity (whether employed or self -employed) and any relevant voluntary roles (most recent first). Please tell us about any gaps in your employment history and why - e.g. because of caring responsibilities.  |
| **From** | **To** | **Employer’s name and nature of business** | **Post held and brief description of duties** |
|  |  |  |  |
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| **Education, training, and qualifications** |
| Please give details of your education and any training you have done, or qualifications gained which are relevant to this role. |
| **Name of secondary school, college, university, or other training bodies** | Dates  | Title of course / subject | **Qualification achieved** |
|  |  |  |  |
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| **Information in support of your application for the post** |
| **Using the job description, please take time to share relevant experiences, skills, knowledge, and personal qualities which you feel make you a suitable candidate for this role. Please do this in no more than 2 sides of A4, minimum font size 11 (Calibri or Arial).** |
|  |

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| **LS14 Trust is proud to be an Equal Opportunities employer and therefore we welcome all applications and will not discriminate based upon protected characteristics. These being:  race, religion, colour, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, relationship status or any other basis covered by the UK’s Equality Act 2010.**  |
| If you have a disability, please tell us if there are any reasonable adjustments, we can make to help you in your application or with our recruitment process below: |
|  |

|  |
| --- |
| **Convictions, Safeguarding children, young people and vulnerable adults** |
| LS14 Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. All offers of employment are subject to a Disclosure and Barring Services enhanced check. Having a criminal record will not necessarily bar you from working for us. It will depend on the nature of the position and the circumstances and background of your offences. |
| Have you ever been convicted of a criminal offence?  | Yes |  | No |  |
|  |  |  |  |  |
| If you answered ‘yes’ above, please give details of any unspent convictions. Spent convictions do not have to be declared as the job is not one covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. |
|  |
| Are you currently the subject of any criminal proceedings or police investigations | Yes |  | No |  |
| If you answered ‘yes’ above, please give details. |
|  |
| Have you ever been the subject of a Child Protection Order against you, or have you ever or are you currently being investigated under Child Protection Procedures, or are you a parent/carer of a child who is the subject of a Child Protection Order?  | Yes |  | No |  |
| If you answered ‘yes’ above, please give details.  |
|  |

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| **Data Protection** |
| Information from this application may be processed for purposes registered by the Employer under the Data Protection Act 1998.I hereby give my consent to LS14 Trust processing the data supplied in this application form for the purpose of recruitment and selection.**Declaration**I declare that the information given in this application is to the best of my knowledge complete and correct. I understand that any false, incomplete, or misleading statements may lead to an offer of employment being withdrawn or dismissal after appointment.I understand that any offer of employment is subject to satisfactory pre-employment checks, including references, proof of right to work in the UK and a DBS enhanced disclosure check. |
| **Applicant's signature** (if submitting this electronically, by printing your name you are affirming the above statements) |  |
| **Date** |  |

**Thank you for completing the application form. Upon successful interview, should an appointment be made, LS14 Trust will request two references.**