

Application for Employment



Reference number

Position applied for

Personal Details

Title	<input type="text"/>	Email	<input type="text"/>	
Forename	<input type="text"/>	Phone Number	<input type="text"/>	
Surname	<input type="text"/>	Do you hold a current clean driving licence?	Yes	No
Home Address	<input type="text"/>	National Insurance Number	<input type="text"/>	

Education Details

Please tell us about your education and any qualifications which you feel are relevant to the post.
Please list highest qualification first.

College/University	Course	Qualification Obtained	Date Obtained
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

School	Subjects	Grades Obtained	Date Obtained
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Are you a member of a Professional Body? Yes No

If yes, please state name

Immigration Status

Are you free to remain, and take up employment, in the UK with no current immigration restrictions? Yes No



Employment Details

Please tell us about previous employment starting with the most recent (include voluntary experience if applicable)

Name of Employer	<input type="text"/>	From	<input type="text"/>	To	<input type="text"/>
Position Held	<input type="text"/>				
Job Duties	<input type="text"/>				
Reason for leaving	<input type="text"/>				

Name of Employer	<input type="text"/>	From	<input type="text"/>	To	<input type="text"/>
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Position Held	<input type="text"/>				
Job Duties	<input type="text"/>				
Reason for leaving	<input type="text"/>				



Please tell us about any training you have received or courses you have attended which you feel are relevant to this position.
(Please include specific dates)

If you have any gaps in your career history, please include, and explain these below.

Essential Experience

Taking each individual element as stated on the job description, please outline with specific examples how you meet each of the criteria related to experience.



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Desirable Experience

Taking each individual element as stated on the person specification, please outline with examples how you meet as many elements as possible of the desirable criteria.

Essential Personal Attributes

Please outline, with examples, how you meet each of the criteria as outlined in the person specification:

Convictions/Offences

Under the Rehabilitation of Offenders (Exceptions) Order Northern Ireland, 1979, Kingsbridge Healthcare Group as a Provider of Healthcare is included in the list of excepted employers. As such, all criminal convictions may never be regarded as spent and must be disclosed when applying for a post in Kingsbridge Healthcare Group. It is necessary therefore, to ask the following question:

Is there any reason why you cannot work in a regulated activity? Yes No

Kingsbridge Healthcare Group recruits according to our Recruitment of Ex-Offenders Policy. Please request a copy from: stacey.mullan@kingsbridgehealthcaregroup.com

Referees

(not relatives) at least one of whom should be your most recent employer or have knowledge of your present work and be in a supervisory/managerial capacity.

Title (Mr, Mrs, Miss, Dr):

Name:

Occupation:

Address:

Postcode:

Phone No:

Email:

Can we contact this referee prior to interview? :

Yes

No

Title (Mr, Mrs, Miss, Dr):

Name:

Occupation:

Address:

Postcode:

Phone No:

Email:

Can we contact this referee prior to interview? :

Yes

No

Personal Declaration

1. I declare that all the foregoing statements are true, complete, and accurate.
2. I understand that if I give wrong information or leave out important information I could be dismissed if I take up this position.
3. I understand that if I take up this job I must have satisfactory Access NI clearance, as per Access NI Code of Practice on www.nidirect.gov.uk/publications/accessni-code-practice, satisfactory references, health assessment and POCVA checks (if applicable).
4. I understand that I will be asked to provide formal identification and evidence of qualifications obtained.
5. I confirm that as far as I know, there are no medical reasons that would stop me from carrying out the duties of this job.
6. I agree to you making any necessary enquiries during the recruitment and selection process.
7. I understand that canvassing will disqualify me from the selection process for this job.
8. I consent to the information I have provided being used within the context of the General Data Protection Regulation 2018.

Further information on the disclosure process can be found in the 'Retention of Disclosure Information Policy' available at www.kingsbridgeprivatehospital.com/about-us/careers

Signature

Date

Please return completed application forms to:

Human Resources Department
Kingsbridge Private Hospital North West
Church Hill House
Ballykelly, Limavady
Co.L'Derry
BT49 9HS

or email: stacey.mullan@kingsbridgehealthcaregroup.com

If you require any special assistance, please do not hesitate to contact us.

To save changes to this form please use the following steps:

1. From the browser menu bar click the **FILE** dropdown menu.
2. Click the **PRINT** option
3. In the print dialogue box select **SAVE AS PDF** and save in desired location.

DO NOT use the SAVE or SAVE AS option as some browsers may not record the information you have entered.



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