Application for Employment

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| --- |
| Reference number |
| Position applied for |

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| --- | --- | --- | --- | --- | --- |
| Personal Det | ails |  |  |  |  |
|  |  |  |  |  |  |
| Title |  |  | Email |  |  |
| Forename |  |  | Phone Number |  |  |
| Surname |  |  | Do you hold a current clean driving licence? |  |  |
|  |  | Yes No |

# 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

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

School Subjects Grades Obtained Date Obtained

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| Are you a member of a Professional Body? | Yes No |
| If yes, please state name |  |

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| --- | --- | --- |
| Immigration Status |  |  |
| Are you free to remain and take up employment in the Republic of Ireland 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

From

To

Position Held Job Duties

Reason for leaving

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name of Employer | From | To |
| Position Held |  | |
| Job Duties |  | |
| Reason for leaving |  | |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name of Employer | From | To |
| Position Held |  | |
| Job Duties |  | |
| Reason for leaving |  | |



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| 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 Criminal Justice (Spent Convictions and Certain Disclosures) Act 2016, 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:  [**humanresources@kingsbridgehealthcaregroup.com**](mailto:humanresources@kingsbridgehealthcaregroup.com) | |

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 Garda Vetting clearance, as per the Garda vetting Code of Practice as outlined on vetting.garda.ie/VettingProcedure/WhatIsVetting, satisfactory references and health assessment (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.ie/careers](http://www.kingsbridgeprivatehospital.ie/careers)

|  |  |  |
| --- | --- | --- |
| Signature |  | Date |

Please return completed application forms to:

Human Resources Department, Kingsbridge Healthcare Group, Channel Wharf, 21 Old Channel Road, Titanic Quarter,

Belfast, BT3 9DE

or email: [recruitment@kingsbridgehealthcaregroup.com.](mailto:recruitment@kingsbridgehealthcaregroup.com)

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

