

PREVIOUS EMPLOYMENT

Past employers - most recent first	Post held	From	To	Reason for leaving

OTHER INFORMATION

Please add any further information that may support your application eg relevant past experience, skills learned in work or in home management, leisure activities and special interests. In addition, please give your reasons for making this application. (Continue on a separate sheet if necessary.)

EDUCATION

Secondary Education School	Qualification, Subject and Grade	Year
Further Education College/University		
Professional Education Training School/Body		

Please indicate * if gained by academic study

Other relevant courses attended:

Professional Bodies, registration numbers and dates: (including UKCC)

Renewal date, if applicable

Are you related to any employee of The Retreat? YES/NO

If yes please specify

REFERENCES

Please give the name and designation, address and telephone number of two people who have agreed to supply references. They should not be related to you and should include your present or most recent employer, or if you are a student your school or college, and any previous employers in the last 18 months

Name:

Designation:

Address:

Tel No.

May your present employers be approached prior to interview? YES/NO

Name:

Designation:

Address:

Tel No.

If you are known to either referee under a different name, please specify

- I confirm that the information given on this form is correct and complete, and that misleading statements may be sufficient for cancelling any agreements made.
- I understand that, in the event of my being offered employment, this will be conditional on my completion of a confidential declaration in respect of my state of health and a referral to Occupational Health Screening if appropriate.
- I also understand that a Criminal Records Bureau Standard Disclosure will be obtained in the event of an offer of employment. The post is excepted from the Rehabilitation of Offenders Act 1974, which means that all convictions, cautions, reprimands and final warnings need to be disclosed. Please give details of offences, penalties and dates on a separate sheet, including any police enquiries undertaken following allegations made against you, which may have a bearing on your suitability for the post.
- I confirm that I am not the subject of any investigation or proceedings by any regulatory body in relation to health/social care including any such body in another country.
- I confirm that I have not been disqualified or been subject to specified limitations following a fitness to practice investigation by a regulatory body, in the UK or another country.

Please sign to confirm you have read and agree to the above statements

Signature.....

Date

**INFORMATION FROM APPLICATION FORM, HEALTH DECLARATION AND CRB DISCLOSURE IS STRICTLY CONFIDENTIAL
THE DATA PROTECTION ACT REQUIRES THAT PERSONAL INFORMATION IS OBTAINED AND PROCESSED FAIRLY AND
LAWFULLY, IS ONLY DISCLOSED IN APPROPRIATE CIRCUMSTANCES, AND IS KEPT SECURELY.**

Please state how you became aware of this vacancy.

Please return this form to:
Human Resources Department, The Retreat,
Heslington Road, York YO10 5BN.
Fax 01904 430828.

THE RETREAT IS COMMITTED TO A POLICY OF EQUAL OPPORTUNITY IN EMPLOYMENT

We welcome applications from all sections of the community, regardless of sex, marital status, sexuality, age, race,
nationality, disability or religious belief

THE RETREAT OPERATES A NO SMOKING POLICY