



St Michael's Hospice

APPLICATION FOR EMPLOYMENT

Please return this form, including the Equal Opportunities Monitoring Form to:

St Michael's Hospice
 Bartestree
 Hereford
 HR1 4HA

Fax: 01432 851022

(NB Please complete form in black ink)

GENERAL INFORMATION		
Post Applied For	Date Available for Employment	Reference No. Closing date:
Family name/surname	Forenames	
Address (including postcode)	Telephone No	Work Home Mobile
	Email address:	
	Do you hold a current full driving licence?	Yes No
	Do you have use of a car?	Yes No
REFERENCES		
Please give names, addresses and telephone numbers of two referees (at least one should be your present or last employer).		
1 Name Address Telephone No. Position Held	2 Name Address Telephone No. Position Held	

CURRENT OR LAST EMPLOYMENT

Employer's Name	Employer's Business	Post Held including (Grade and current salary)	From	To	Brief Nature of Duties	Reason for Leaving/ Intending to Leave
EMPLOYMENT PRIOR TO ABOVE STARTING WITH THE MOST RECENT (last 10 years)						

EDUCATION AND PROFESSIONAL QUALIFICATIONS

School	From	To	Exams Taken	Year	Grade
College or University	From	To	Qualification Obtained and Grade		
Name and Address of Medical/Nursing/Other Training School	From	To	Qualification(s) Obtained Registration No GMC/GDC/NMC/Other Date of Registration Expiry/Renewal Date		
Other Qualifications			Date Obtained		
Training: Please give details of other formal training courses attended within the last 24 months (e.g. Management, Post Registration/Enrolment)					

SUPPORT INFORMATION

Please give a concise account of relevant experience/achievements and training and indicate why you think you should be considered for the post. (Please use an extra sheet if necessary).

Where did you see this vacancy advertised:

Are you related to a member or employee (paid or voluntary) of the Hospice?
If so please give details:

The provision of section 4(2) of the Rehabilitation of Offenders Act 1974 applies to all applicants other than those applying for nursing/medical posts and for posts involving substantial access to children. If you are applying for a post in one of these categories you must disclose all (or any) convictions, no matter where they occurred.

Under the Care Standards Act 2000 there is a requirement for all applicants to indicate whether they are under any criminal investigation. Similarly for all qualified staff there is a requirement for applicants to indicate whether they are under any investigation by their professional body.

This information must be provided on a separate sheet along with your application and will be treated in the strictest confidence. Any appointment will be made on the basis that the information provided by you is true and correct. Failure to disclose information may result in an offer of appointment being withdrawn, or in disciplinary action or dismissal at a later date. Canvassing or failure to disclose a relationship to a member of the Hospice will disqualify.

I certify that I have read and understood the above information and that the information I have given is true and correct.

Signature..... Date