



**Application for Employment**

**Post – Caretaker Part Time**

**Personal Details**

<b>Name</b>	<b>D.O.B.</b>	
<b>Address</b>		
<b>Post Code</b>		
<b>Tel. No.</b>	<b>Mobile:</b>	<b>Email</b>

**References**

Please give the name and address of two referees. One MUST be from your current or most recent employer.

Are you willing for us to contact each prior to interview? **Yes..... No .....**

<b>Name &amp; Address of Referee</b>	<b>Name &amp; Address of Referee</b>
<b>Tel No:</b>	<b>Tel No:</b>

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

Applications should be returned by 25<sup>th</sup> October 2021 2pm  
to Communityworks, Undercliffe Lane, Bradford, BD3 0DW or by email to:  
office@communityworksbradford.org.uk

**Education**

Please give details of schools, college, etc. attended and qualifications obtained. Continue on separate sheet if necessary

<b>Date</b>		<b>Name of School/College</b>	<b>Qualifications and Grades</b>
<b>From</b>	<b>To</b>		

**Other Qualifications and Training**

Please give brief details (including duration and awarding body) of other qualifications or training courses attended which are of relevance to your application.

<b>Name of Course</b>	<b>Date/s</b>

**Current and Previous Employment since leaving school.**

Please give **most recent first** and explain any apparent gaps (e.g.: raising children)

Name & Address of Employer	Position Held	No of Hours /week	Date started	Date left	Reason for Leaving

**Current salary (pro rata if not full time) .....**

**How soon are you able to start work? .....**

**Do you have any criminal convictions, if so please give brief details.**

**Please note: All positions at Communityworks are subject to an enhanced DBS check prior to commencement of employment. We have robust Safeguarding Policies in place.**

**What attracts you to this post and what do you have to offer? (continue on separate sheet if necessary)**