



# Application Form

Baldev Skills Resources  
Spartan House, 20 Carlisle Street, Sheffield, S4 7L

| Personal Details                 |                              |                             |                   |                              |                             |                              |
|----------------------------------|------------------------------|-----------------------------|-------------------|------------------------------|-----------------------------|------------------------------|
| First Names:                     |                              |                             | Address:          |                              |                             |                              |
| Surname:                         |                              |                             |                   |                              |                             |                              |
| Maiden Name:                     |                              |                             |                   |                              |                             |                              |
| Previous Names:                  |                              |                             |                   |                              |                             |                              |
| Marital Status:                  |                              |                             |                   |                              |                             |                              |
| Gender:                          |                              |                             | Postcode:         |                              |                             |                              |
| Place of Birth:                  |                              |                             | Nationality:      |                              |                             |                              |
| Telephone Number:                |                              |                             | NI Number:        |                              |                             |                              |
| Mobile Number:                   |                              |                             | Email Address:    |                              |                             |                              |
| Are you a Driver:                | Yes <input type="checkbox"/> | No <input type="checkbox"/> | Own Transport     | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| How long have you had a license? |                              |                             | Any Endorsements: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |

|   |                              |                              |
|---|------------------------------|------------------------------|
| Are you a United Kingdom (UK) National  | <input type="checkbox"/> Yes | <input type="checkbox"/> No* |
| *If no, please detail your current immigration status and the relevant visa currently held (including Visa number)  |                              |                              |
| Are you related to any of our current members of staff or Service Users?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No  |
| <b>Equality Act 2010</b> - Under the Equality Act 2010, the definition of disability is if you have a physical or mental impairment that has a "substantial" and "long-term adverse effect" on your ability to carry out normal day-to-day activities. Further information regarding the definition of disability can be found at: <a href="http://www.gov.uk/definition-of-disability-under-equality-act-2010">www.gov.uk/definition-of-disability-under-equality-act-2010</a> . |                              |                              |
| For the purposes of this application and interview stage only, is there anything you would like us to be aware of so that we can make reasonable adjustments during the process?  | Prefer not to say            |                              |
|   |                              |                              |

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|   |   |                                       |
|---|---|---------------------------------------|
| <b>Safeguarding / Ex-Offenders Declaration:</b> Please note this section will only be seen by those involved in the recruitment process and will be treated with the strictest confidence.  |   |                                       |
| The Rehabilitation of Offenders Act 1974 aims to promote equality of opportunity and is committed to treating all applicants fairly regardless of ethnicity, disability, age, gender or gender re-assignment, religion or belief, sexual orientation, pregnancy or maternity and marriage or civil partnership. BALDEV Care Services undertakes not to discriminate unfairly against applicants on the basis of a criminal conviction or other information declared.<br><br>Answering 'yes' to the question below will not necessarily prevent your employment. This will depend on the relevance of the information you provide in respect of the nature of the position and the particular circumstances. |   |                                       |
| Are you currently bound over or do you have any current <b>UNSPENT</b> convictions that have been issued by a Court or Court-Martial in the United Kingdom or in any other country?   | <b>Yes*</b><br><input type="checkbox"/> | <b>No</b><br><input type="checkbox"/> |
| Do you have any current <b>UNSPENT</b> police cautions, reprimands or final warnings in the United Kingdom or in any other country?   | <b>Yes*</b><br><input type="checkbox"/> | <b>No</b><br><input type="checkbox"/> |

| <b>Privacy Statement</b>  |
|---|
| <p>We will only collect data for specified, explicit and legitimate use in relation to the recruitment process. By signing this application form, you consent to us holding the information contained within this application form. If successfully shortlisted, data will also include shortlisting scoring and interview records. We would like to keep this data until the vacancy is filled. (We cannot estimate the exact time period, but we will consider this period over when a candidate accepts our job offer for the position for which we are considering you). When that period is over, we will either delete your data or inform you that we would like to keep it in our database for future roles.</p> <p>We have privacy policies that you can request for further information. Please be assured that your data will be securely stored by the Registered Manager and only used for the purposes of recruiting for this vacant post.</p> <p>You have a right for your data to be forgotten, to rectify or access data, to restrict processing, to withdraw consent and to be kept informed about the processing of your data. If you would like to discuss this further or withdraw your consent at any time, please contact the Registered Manager to discuss.</p> |

| <b>Declaration</b>  |                         |              |  |  |                   |  |              |  |
|---|-------------------------|--------------|--|--|-------------------|--|--------------|--|
| <p>The information in this application form is true and complete. I agree that any deliberate omission, falsification or misrepresentation in the application form will be grounds for rejecting this application or subsequent dismissal if employed. Where applicable, I consent that can seek clarification regarding professional registration details.</p> |                         |              |  |  |                   |  |              |  |
| <table border="1" style="width: 100%;"> <tr> <td style="width: 25%;"><b>Print Full Name:</b></td> <td colspan="3"></td> </tr> <tr> <td><b>Signature:</b></td> <td style="width: 25%;"></td> <td><b>Date:</b></td> <td style="width: 25%;"></td> </tr> </table>  | <b>Print Full Name:</b> |              |  |  | <b>Signature:</b> |  | <b>Date:</b> |  |
| <b>Print Full Name:</b>   |                         |              |  |  |                   |  |              |  |
| <b>Signature:</b>   |                         | <b>Date:</b> |  |  |                   |  |              |  |

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## Supporting Statement

Please add here your reasons for applying. You should refer to the job description and person specification to guide you. It would also be of value to describe particular strengths and talents that set you apart from others as well as including skills gained from work, home and other activities.

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## Values Based Screening Questions

This should be completed before attending any interview. It will be discussed as part of the interview process.

|   |   |
|---|---|
| <b>If I was a Service User, I would like:</b>   |   |
|   |   |
| <b>I believe that the Service User's family and Relatives would like the following:</b> |   |
|   |   |
| <b>I believe that I can support a Service User because:</b>                             |   |
|   |   |
| <b>As a member of the team, I would feel valued when:</b>                               |   |
|   |   |
| <b>I believe that a good relationship between me and the Service User depends upon:</b> |   |
|   |   |
| <b>I believe that I learn best when:</b>  | <b>I believe that a good working team is made by:</b> |
|   |   |
| <b>I believe that my role in relation to the Service User is:</b>                       |   |
|   |   |
| <b>My other beliefs and values relevant to my job role are:</b>                         |   |
|   |   |