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| Background pattern  Description automatically generatedMacintosh HD:Users:Charlotte:Documents:Woodlands Nursery:woodlandslogo (1).jpg **GUERNSEY CHILDCARE – JOB APPLICATION FORM** |
| *The following data has been requested by Guernsey Childcare Limited for the exclusive purpose of recruitment. The information provided will be processed in compliance with the company Data Protection and Privacy Policies, in accordance with the Data Protection (Bailiwick of Guernsey) Law, 2017. Any information provided will be kept confidentially for a reasonable amount of time, then destroyed when no longer required and will not be shared with any other party. Our selection process is in accordance with Safer Recruitment and anti-discriminatory practices. Selection is based solely on the applicants’ suitability for the role for which they are applying.***PERSONAL INFORMATION** |
| **Title:**  | **Preferred Pronouns:**  |
| **Forename(s):**  | **Surname:** **Any Previous Surnames:**  |
| **Current Address:**  | **Phone Number:**  |
| **Mobile Number:**  |
| **Email Address:**  |
| **Date available to commence/notice period:** |  |
| **EDUCATION AND QUALIFICATIONS** |
| **Name of Education Facility:** | **Start Date:** | **End Date:** |
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| **Please outline your qualifications including GCSE’s or equivalent, A Levels and any professional qualification(s):** |
| **Name of Qualification(s):** | **Grade/Level:** |  | **Name of Qualification(s):** | **Grade/Level:** |
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| **DETAILS OF CURRENT/MOST RECENT EMPLOYMENT** |
| **Company Name:**  | **Position:**  |
| **Part-time / Full-time:**  | **Commencement Date:**  |
| **Description of Duties:** |
| **Current Salary / Salary Expectations:**  | **Current Benefits:**  |
| **PREVIOUS EMPLOYMENT** |
| **Company name:** | **Position:** | **Start Date:** | **End Date:** | **Reason for Leaving:** |
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| **REFERENCES - *we will not contact your supplied references until the conditional job offer has been accepted. The primary reference must be your most recent/current employer.*** |
| **Current Employer:** | **Other:** |
| **Name:**  | **Name:**  |
| **Company:**  | **Company:**  |
| **Position:**  | **Position:**  |
| **Telephone Number:**  | **Telephone Number:**  |
| **Email Address:**  | **Email Address:**  |
| **HOBBIES / INTERESTS:** |
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| **SAFEGUARDING CHILDREN AND YOUNG PEOPLE** |
| *As part of our commitment to the safeguarding children and young people and to safer recruitment practices, any new applicants must be willing to undergo vetting procedures to assess their suitability to work with children, including an Enhanced Disclosure and Barring Check, Children and Family Services Check and Health Check. In advance of vetting taking place, if there is any information you wish to disclose as part of your application, please include a Self-Disclosure in an envelope marked ‘Private and Confidential’. It is an offence to apply for a role in regulated work with activity with children if the applicant is barred from doing so.*  |
| **Please disclose any details of personal connections, additional employment or personal business interests which may conflict with the role you are applying for or any further information that may be relevant to this application:** |
| **PERSONAL DECLARATION** |
| **I confirm that the information provided within this application is true and accurate to the best of my knowledge. I understand that the appointment of this role is subject to vetting procedures and confirm my willingness for such checks to be conducted. I have read and understood the terms and conditions outlined below.** |
| **Signed:**  | **Date:**  |
| *Terms and Conditions: All applications will be considered in a selection process and shortlisted candidates will be invited for an interview. Unsuccessful candidates will be informed via the contact details provided and any information held will be destroyed. Unsuccessful candidates are unable to re-apply but may submit new applications for other roles. The successful candidate has two weeks from the conditional job offer to complete the introductory paperwork or the job offer could be withdrawn. Candidates who withdraw their application, after the completion of the introductory paperwork, will be liable for the cost of any vetting checks.* |

**The form should be returned to the HR Manager via email to** **bookings@woodlandsguernsey.co.uk** **or in-person to:**

* **Woodlands Nursery: Les Beaucamps, Ruette Des Delisles, Castel, GY5 7DS**
* **Willow Nursery: Oatlands Village, Les Gigands, St Sampsons, GY2 4YT**

**Printed copies are available at request from the above addresses.**