

1 Trafalgar House, 712 London Road, West Thurrock, Essex
RM20 3JT

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	No	Own Transport	Yes	No	N/A
How long have you had a licence?			Any Endorsements:	Yes	No	N/A

Are you a United Kingdom (UK), European Community (EC), European Economic Area (EEA) National	Yes	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?	Yes	No
<p>Equality Act 2010 - 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: www.gov.uk/definition-of-disability-under-equality-act-2010.</p>		
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	

**1 Trafalgar House, 712 London Road, West Thurrock, Essex
RM20 3JT**

Education *(All qualifications will be subject to a satisfactory check).

School / College / University	Date From:	Date To:	Examinations, Qualifications*

Training Courses attended or completing (evidence of attending courses is required)

Subject	Location	Date	Details

Professional Memberships / Registrations

Name of Organisation	Registration Number	Renewal Date	Details

1 Trafalgar House, 712 London Road, West Thurrock, Essex
RM20 3JT

Employment History

Please record below the details of your **full employment history** beginning with your current or most recent first. Any gaps must be explained. Use a separate attached sheet if required; please sign the sheet(s)

Current / Most recent employer

Start Date:		End Date:		Salary:	
Job Role:			Employer Name:		
Reason for Leaving:			Contact Name:		
Duties:			Address:		
			Postcode:		
			Telephone:		
			Email:		

Employment History

Start Date:		End Date:		Salary:	
Job Role:			Employer Name:		
Reason for Leaving:			Contact Name:		
Duties:			Address:		
			Postcode:		
			Telephone:		
			Email:		

1 Trafalgar House, 712 London Road, West Thurrock, Essex
RM20 3JT

Employment History Continued (Copy this page if required)					
Start Date:		End Date:		Salary:	
Job Role:			Employer Name:		
Reason for Leaving:			Contact Name:		
Duties:			Address:		
			Postcode:		
			Telephone:		
			Email:		
Start Date:		End Date:		Salary:	
Job Role:			Employer Name:		
Reason for Leaving:			Contact Name:		
Duties:			Address:		
			Postcode:		
			Telephone:		
			Email:		

**1 Trafalgar House, 712 London Road, West Thurrock, Essex
RM20 3JT**

References: Please provide names, addresses and telephone numbers for referees below who we may approach for a reference.

You must provide references from your two most recent employers. In line with CQC requirements, we require references covering your last five years' employment. If you have not had more than one employer in the last five years, we require further references. Please provide two-character references if you are unable to obtain two professional references, e.g. in the case of an applicant who has been raising children for ten years. All will be contacted, therefore, please inform the referees of the fact that you have used their name. If you are unable to provide the required references, please discuss the matter with us.

	Referee One	Referee Two
Contact Name:		
Business Name:		
Address:		
Postcode:		
Telephone:		
Email:		
Capacity in which known		
	Referee Three	Referee Four
Contact Name:		
Business Name:		
Address:		
Postcode:		
Telephone:		
Email:		
Capacity in which known		
	Additional Referee	Additional Referee
Contact Name:		
Address:		
Postcode:		
Telephone:		
Email:		
Professional / Character:		
Capacity in which known		

**1 Trafalgar House, 712 London Road, West Thurrock, Essex
RM20 3JT**

<p>Safeguarding / Ex-Offenders Declaration: Please note this section will only be seen by those involved in the recruitment process and will be treated with the strictest confidence.</p>		
<p>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. Aqua Robson Care Ltd undertakes not to discriminate unfairly against applicants on the basis of a criminal conviction or other information declared.</p> <p>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.</p>		
<p>Are you currently bound over or do you have any current UNSPENT convictions that have been issued by a Court or Court-Martial in the United Kingdom or in any other country?</p>	<p>Yes*</p>	<p>No</p>
<p>Do you have any current UNSPENT police cautions, reprimands or final warnings in the United Kingdom or in any other country?</p>	<p>Yes*</p>	<p>No</p>

Privacy Statement
<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 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>

Declaration				
<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 style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; padding: 5px;">Print Full Name:</td> <td style="border: 1px solid black; height: 30px;"></td> </tr> <tr> <td style="border: 1px solid black; padding: 5px;">Signature:</td> <td style="border: 1px solid black; padding: 5px;">Date:</td> </tr> </table>	Print Full Name:		Signature:	Date:
Print Full Name:				
Signature:	Date:			

**1 Trafalgar House, 712 London Road, West Thurrock,
Essex RM20 3JT**

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.

Aqua Robson Care Ltd
1 Trafalgar House, 712 London Road, West Thurrock, Essex RM20 3JT

Aqua Robson Care Ltd is committed to equality of opportunity and fair treatment in all aspects of employment. We aim to provide a working and learning environment which is free from unfair discrimination and will enable staff to fulfil their personal potential. The Equality Act 2010 protects people from discrimination and promotes equality on the basis of a number of 'protected characteristics'. We ask for information on your 'protected characteristics' in order to help us monitor our performance on equality. In line with Government policy, and in accordance with the provisions of GDPR, the information you provide will be held confidentially and it will help us to comply with the law under the relevant Acts and to ensure that our employment policies and practices are fair and effective.

IMPORTANT - Please Note: You do not have to complete this form. The information is given on a voluntary basis and the information provided will only be used for the monitoring purpose. Please do not enter any identifying marks on this form, so that your information remains confidential. This information will be stored on a computer.

Ethnic Origin: Please indicate your Ethnic Origin					
Asian or Asian British		Mixed		Other Ethnic Background	
	Bangladeshi		White & Asian		Chinese
	Indian		White & Black African		Any Other Chinese
	Pakistani		White/Black Caribbean		
	Other Asian		Other mix		Any other ethnic
Black or Black British		White			
	African		British		I do not wish to disclose my Ethnic
	Caribbean		Irish		
	Other Black Background		Other White		

Gender: Please indicate your Gender					
	Female		Male		Other state below
	Transgender Female		Transgender Male		
	I do not wish to disclose my Ethnic				
Sexual Orientation: Please indicate your Sexual Orientation					
	Heterosexual		Bisexual		Other state below
	Gay		Lesbian		
	I do not wish to disclose my Sexual Orientation				

Aqua Robson Care Ltd
1 Trafalgar House, 712 London Road, West Thurrock, Essex RM20 3JT

Religion or Belief: Please indicate your Religion or Belief											
	Buddhist				Jewish				Hindu		
	Christian				Muslim				Sikh		
	I do not have any Religion or Beliefs								Other state below		
	I do not wish to disclose my Religion or Belief										
Marital Status: Please indicate your Marital Status											
	Common Law Partnership				Married / Civil Partnership				Widowed		
	Divorced				Single				Other (State)		
As per Equality Act 2010: Do you consider yourself to have a disability								Yes	No		
Under the terms of the Act, a disability is defined as a “physical or mental impairment which has a substantial and long-term effect on a person’s ability to carry out day-to-day activities”.											
	I do not wish to disclose whether or not I have a disability										
Caring Responsibilities: Do you have any care responsibilities for anyone											
Yes	No	If yes		Children U16		Disabled		Sick / Elderly			

Please answer the following questions		Yes	No
1	Do you have or have you ever had any significant health problem, impairment / disability (physical or mental) or learning difficulties that may affect your ability to undertake the tasks set out in the job description of the post offered?		
2	Do you have or have you ever had any illness, impairment of disability that may have been caused or made worse by your work?		
3	Have you ever left or been denied employment in an organisation on the grounds of ill health or been medically retired on the grounds of ill health?		
4	Are you having, or waiting for any medical treatment or investigations at present?		
5	Will you need any special aids or adjustments or assistance to enable you to undertake the tasks set out in the job description of the post offered?		
If you answered yes to any of the above questions. Please provide details below:			

Applicants Declaration Circle Yes / No as appropriate		Read and Understood	
1	I confirm that the information given above is complete & correct, I understand that any incomplete, untrue or misleading information given to will entitle the employer to reject my application, withdraw any offer of employment, or, if I am employed, dismiss me without notice.	Yes	No
2	By my signature, I give authority to the employer to contact my GP for further details regarding any of the potential health problems I have declared above.	Yes	No
3	I agree that Aqua Robson Care Ltd reserves the right to require me to undergo a medical examination to assess my suitability for work.	Yes	No
4	I do not wish to complete the questionnaire, and I do not wish to have a free health assessment.	Yes	No
5	Will you need any special aids or adjustments or assistance to enable you to undertake the tasks set out in the job description of the post offered?	Yes	No

Print Name	Signature	Date
How did you hear about Aqua Robson Care		Referred By

You can now submit this application by email to hr@aquarobsoncare.co.uk
Aqua Robson Care Limited
1 Trafalgar House
712 London Road,
RM20 3JT

Tel: Head Office: 01375 801440
Mob: 07546707034 / 07565426819