

The Broomhill Nursery (Aberdeen) Ltd.



36 Fonthill Rd
Aberdeen
AB11 6UJ
01224 588898

397 North Deeside Rd
Cults, Aberdeen
AB15 9SX
01224 868606



APPLICATION FOR EMPLOYMENT

PRIVATE AND CONFIDENTIAL

Return this form to:

Ref. No: _____

POSITION APPLIED FOR _____

Surname:

Forename(s):

Title:

Address:

Postcode:

Telephone Number:
Mobile:

NI No.:

Current driving licence? Yes/No
Groups:

Expiry Date:

Details of endorsements:

Are there any restrictions on you taking up employment in the UK?

Yes No (If yes, please provide details)

EDUCATION HISTORY

Schools:

Qualifications gained:

Colleges/Universities:

Qualifications gained:

Other training:

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OTHER EMPLOYMENT

Please note any other employment you would continue with if you were to be successful in obtaining this position:

EMPLOYMENT HISTORY (Please complete in full and use a separate sheet if necessary)

NAME & ADDRESS OF EMPLOYER	JOB TITLE AND DUTIES	RATE OF PAY	REASON FOR LEAVING

Notice required in current post:

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REFERENCES

Please note here the **names and addresses** of two persons from whom we may obtain both character and work experience references.

1.

2.

LEISURE

Please note here your leisure interests, sports and hobbies, other pastimes etc.

CRIMINAL RECORD

Please note any criminal convictions except those 'spent' under the Rehabilitation of Offenders Act 1974. If none please state "none". In all circumstances employment is dependent upon obtaining a satisfactory enhanced disclosure from Disclosure Scotland in relation to work with vulnerable groups. (PVG scheme) and two satisfactory references as well as gaining registration with SSSC within 6 months of your employment starting. **Failure to report any convictions at this stage may result in your employment being terminated. It is important that any disclosures are discussed with us prior to employment as failure to do so will result in disciplinary action and possible dismissal.**

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GENERAL COMMENTS

Please detail here your reasons for this application, your main achievements to date and the strengths you would bring to this post. Specifically, please detail how your knowledge, skills and experiences meet the requirements of this role (as summarised in the person specification):

DECLARATION (Please read this carefully before signing this application)

1. I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.
2. I agree that the organisation reserves the right to require me to undergo a medical examination. (Should we require further information and wish to contact your doctor with a view to obtaining a medical report, the law requires us to inform you of our intention and obtain your permission prior to contacting your doctor). I agree that this information will be retained in my personnel file during employment and for up to six years thereafter and understand that information will be processed in accordance with the Data Protection Act.
3. I agree that should I be successful in this application, I will complete an enhanced disclosure/PVG scheme record application. I understand that should I fail to do so, or should the disclosure not be to the satisfaction of the company any offer of employment may be withdrawn or my employment terminated.
4. I agree to apply for registration with the SSSC and understand that if I am refused registration within 6 months of my employment start date I will not be able to continue in my post and my contract with the company will be terminated.
5. I confirm that I have declared any cautions, fines, warnings or alternatives that I have received or are pending against me.

Signed:.....

Name:.....

Date:.....