# A logo with birds flying Description automatically generated

Unit 15 Springtown Industrial Estate

Derry BT48 0LY

Tel: 02871263699

**www.foyle.foodbank.org.uk**

# Application for Employment

# Please complete this form and return to, Seananwalker@foyle.foodbank.org.uk. Closing date Friday 5th November at 12 noon

# Alternatively, completed paper copies may be returned to the above address.

**Role applied for: Shop Assistant**

**Personal details**

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First names: ­­­­­­­­­­­­­­­­­­­

Surname:

Address:

Postcode:

Mobile:

Email:

**Employment details**

Previous employer:

Position:

**Please give a brief outline of the responsibilities associated within your role:**

Length of notice required:

**Explain your interest in the advertised position and give details of any relevant experience:** *please continue on an extra sheet of paper if necessary.*

**Please provide details of experience relevant to this post:** *please continue on an extra sheet of paper if necessary.*

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**Criminal convictions**

Applications from ex-offenders are welcomed and will be considered on their merit. Convictions that are irrelevant to this job will not be taken into account. You are required to disclose any convictions, which are not 'spent' by virtue of the Rehabilitation of Offenders Act 1974.

Have you been convicted of a criminal offence, which is not spent, as defined in the above Act?

YES **□** NO**□**

If yes, please give details of date(s), offence(s) and sentence(s) passed:

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The Rehabilitation of Offenders Act does not apply to certain specified professions, nor does it apply to posts which involve contact with children, young people or vulnerable adults. In any of these cases you should state all past convictions, including any that are spent, giving details of date(s), offence(s) and sentence(s) passed:

Please also confirm that you are not listed on either of the following (as appropriate):

**□** I confirm that I am not listed on the children's barred list.

OR

**□** I confirm that I am not listed on the adults' barred list.

AND

**□** I declare that I have no past convictions, cautions or bind-overs and no pending cases affecting why I might be considered unsuitable to work with children/vulnerable adults.

*The information you provide will be treated as strictly confidential and will be considered only in relation to the job for which you are applying.*

**References**

Please give details of two people who are prepared to provide you with a reference, one of which must be academic or employment-related, the other personal (but not a friend or relative).

**Referee 1**

Name:

Address:

Tel. no: Email:

Relationship:

**Referee 2**

Name:

Address:

Tel. no: Email:

Relationship:

**How did you hear about this position?** Jobs Online

Website Word of mouth Social Media

Friend or family member Other:

**Data protection statement**

Information from this application may be processed for purposes permitted under the General Data Protection Regulation. Individuals have, on written request, the right of access to personal data held about them.

Foyle Network Foundation treats personal data collected during the recruitment process in accordance with its Data Protection Policy. Information about how your data is used and the basis for processing your data is provided in our privacy statement.

**Declaration**

I confirm that the above information is complete and correct and that any untrue or misleading information will give Foyle Network Foundation the right to terminate any employment offered. I understand that any offer of employment is subject to Foyle Network Foundation being satisfied with the result of a series of relevant checks including references, eligibility to work in the UK, criminal convictions, probationary period and a medical report (in line with the operation of the Equality Act 2010).

**Signature:**

**Date: \_\_\_ / \_\_\_ / \_\_\_\_\_ Print name:**