



Role Applied for:

Health Co-ordinator

## STOKE-ON-TRENT FOODBANK APPLICATION FORM

Closing Date:

Tuesday 31<sup>st</sup> May 2016

Interview  
Date:

Tuesday 7<sup>th</sup> June 2016

Please complete this form fully using black ink or type. C.V.s are not accepted. Applications received after the closing date will not normally be considered.

**THE INFORMATION YOU SUPPLY ON THIS FORM WILL BE TREATED IN CONFIDENCE.**

### Section 1 Personal details

Last Name:

First Name:

Address:

  
  

Postcode:

Home Telephone N<sup>o</sup>:

Daytime Telephone N<sup>o</sup>:

Mobile Telephone N<sup>o</sup>:

E-mail address:

Section 2

Present Employment

**Present Employment** (If now unemployed give details of last employer)

Name of Employer:

Address:

Postcode:

Post Title:

Department / Section:

Brief description of duties:

Continue on a separate sheet if necessary

Last day of service

(if no longer employed):

Reason for leaving

(if no longer employed):

## Section 3 Previous Employment

**Previous Employment** (most recent employer first). Please cover the last 10 years and state nature of business - if not public sector

**Name of Employer:**

**Address:**

**Postcode**

**Position Held:**

**Summary of duties:**

**Reason for leaving:**

**Name of Employer:**

**Address:**

**Postcode**

**Position Held:**

**Summary of duties:**

**Reason for leaving:**

**Name of Employer:**

**Address:**

**Postcode**

**Position Held:**

**Summary of duties:**

**Reason for leaving:**

Continue on a separate sheet if necessary

Section 4

Training and Development

Please give details of any training and development courses or non-qualifications courses which support your application. Include any on the job training as well as formal courses.

Title of Training Programme or Course	Duration of Course

Continue on a separate sheet if necessary

Section 5

Personal Statement

Abilities, skills, knowledge and experience.

It is important her that you please use this section to explain in detail how you meet the requirements of the Personal Specification. You will need to demonstrate here how you meet the criteria of the role. If you are or have been involved in voluntary/unpaid activities, relevant experiences please also include this information. Attach and label any additional sheets used.

## Section 6 Rehabilitation of Offenders Act (1974)

Do you have any convictions that are unspent under the rehabilitation of offenders act 1974, that Stoke-on-Trent is legally entitled to know about.

Yes ☐

No ☐

If yes, please give details / dates of offence(s) and sentence:

## Section 7 Protecting Children and Vulnerable Adults

Are you aware of any police enquires undertaken following allegations made against you, which may have a bearing on your suitability for this role?

Yes ☐

No ☐

## Section 8 Disability Discrimination Act

This Act protects people with disabilities from unlawful discrimination. We actively encourage applications from people with disabilities. The Disability Discrimination Act defines a disabled person as someone who has a physical or mental impairment which has a substantial and adverse long term effect on his or her ability to carry out normal day to day activities.

Do you have a disability which is relevant to your application?

Yes ☐

No ☐

If yes, please give details:

We will try to provide access, equipment or other practical support to ensure that people with disabilities can compete on equal terms with non-disabled people.

Do we need to make any specific arrangements in order for you to attend the interview?

Yes ☐

No ☐

If yes, please give details:

## Section 9 References

Please give the names and addresses of your two most recent employers (if applicable). If you are unable to do this, please clearly outline who your references are.

Reference 1		Reference 2	
Name:	<input type="text"/>	Name:	<input type="text"/>
Position (job title):	<input type="text"/>	Position (job title):	<input type="text"/>
Work Relationship:	<input type="text"/>	Work Relationship:	<input type="text"/>
Organisation:	<input type="text"/>	Organisation:	<input type="text"/>
Address:	<input type="text"/>	Address:	<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
Postcode	<input type="text"/>	Postcode	<input type="text"/>
Telephone N <sup>o</sup> :	<input type="text"/>	Telephone N <sup>o</sup> :	<input type="text"/>
E-mail:	<input type="text"/>	E-mail:	<input type="text"/>

Are you willing for this referee to be approached prior to the interview?    Yes   ☐   No   ☐

Are you willing for this referee to be approached prior to the interview?    Yes   ☐   No   ☐

I hereby certify that:

- all the information given by me on this form is correct to the best of my knowledge
- all questions relating to me have been accurately and fully answered
- I possess all the qualifications which I claim to hold
- I have read and, if appointed, am prepared to accept the conditions set out in the role description.

Signed:.....

Dated:.....

Please return to: Anna Willcocks, Foodbank Office, Hanley Community Fire Station  
Lower Bethesda Street  
Hanley  
ST1 3RP

Or email to [anna@stokeontrent.foodbank.org.uk](mailto:anna@stokeontrent.foodbank.org.uk)

Please ensure that you mark the envelope PRIVATE & CONFIDENTIAL