



The Broomhouse Centre & *Enterprises*

79/89 Broomhouse Crescent
Edinburgh EH11 3RH
Tel/Fax: 0131 455 7731

Part Time Care Assistant (Broomhouse Beacon Club Project)

This organisation has an Information Protection and Open Access policy. Personal information given to us during the recruitment process will be used to help us decide the most suitable candidate for the post and treated confidentially throughout. It will be destroyed confidentially six months after the interview date unless you take up employment with us when it will become part of your personal record.

Please complete this application form in type or write clearly in black ink.

Surname:

First Name(s):

Address:

Daytime telephone:

Home telephone:

Email address:

Hobbies/interests:

Do you have a current drivers licence?

Do you have a car?

Do you have any endorsements?

Courses and qualifications relevant to post

Most Recent First	Place/Agency	Year

Present/Most Recent Post

Name of present employer:

Address of present employer:

Title of post held:

Date appointed: Present salary:
Period of notice required:

Reason for wishing to leave:

Main duties and responsibilities of present post:

Previous Experience (please show most recent post first)

Name of Employer	From	To	Main Duties

Referees

Your first referee should be your present or most recent employer. Referees will only be approached if you are the first choice candidate after interview.

1. Name:

Address:

Job Title:

Telephone: Email:

2. Name:

Address:

Job Title:

Telephone: Email:

Declaration: I certify that all information contained in this form is true and correct to the best of my knowledge and realise that false information or omissions may lead to dismissal.

Signature: **Date:**