

# Job Application Form

## Instructions

Thank you for considering job opportunities with the UK Commission. Please complete all sections on this form and return to [nursing@ascenteum.co.uk](mailto:nursing@ascenteum.co.uk) . Please feel free to contact [shaan@ascenteum.co.uk](mailto:shaan@ascenteum.co.uk) should you have any questions.

## 1. PERSONAL DETAILS

Surname:		Initials:	
Former surnames if different:		Preferred Name or Title (Optional):	
Address:   <Post Code>		Tel No (home):	
		Tel No (mobile):	
		Fax No:	
E-Mail address:		Nat. Insurance No:	
Nationality:		If you are not a British passport holder or a European Citizen, or you do not have the permanent right to remain in the UK, you will require a work permit.	
Do you need a work permit to be employed in the UK?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If you already have a work permit, when does it expire? (Please note that your current work permit may not be valid for this post.)	
Where did you learn of the post?			

## 2. ROLE DETAILS

Please indicate the role applied for, and if more than one role please indicate each role:

Role	Please put an X next to the role or roles
Senior Manager – Permanent	
Senior Manager – Fixed term	
Manager - Permanent	
Manager – Fixed term	



### 3. EDUCATION AND PROFESSIONAL QUALIFICATIONS

Name of institution (School / College / University/training provider)	Dates		Subject / Examinations taken	Result / Grade Obtained
	From	To		

Professional Qualifications and training;
---

### 4. PRESENT POST

Title of Post:		Salary/Grade:	
Name of Employer:		Business of Employer:	
Address: <Address 1> <Address 2> <Address 3> <Post Code>		Date Commenced:	
		Date Ended (if applicable):	



**Ascentum Nursing**  
Since 2017

Please outline your responsibilities:



## 5. PREVIOUS EMPLOYMENT

(Please list most recent first. Use continuation sheet if necessary.)

Title of Post:		Salary/Grade:	
Name of Employer:		Business of Employer:	
Address:		Date Commenced:	
		Date Ended:	
		Reason for leaving:	
Please outline your responsibilities:			

Title of Post:		Salary/Grade:	
Name of Employer:		Business of Employer:	
Address:		Date Commenced:	
		Date Ended:	
		Reason for leaving:	
Please outline your responsibilities:			

Title of Post:		Salary/Grade:	
Name of Employer:		Business of Employer:	
Address:		Date Commenced:	
		Date Ended:	
		Reason for leaving:	
Please outline your responsibilities:			



## 6. OTHER INFORMATION

If selected for interview, do you require any special arrangements to be made?

Yes  No

If "yes", please give brief details;

## 7. NEXT OF KIN DETAILS

Full Name:

Mobile Telephone No:

Relationship:

## 8. REFERENCES

Organisation Name

Referee Email

Referee Name

Dates of Employment (from/to)



## 9. YOUR SKILLS, EXPERIENCE AND VALUE

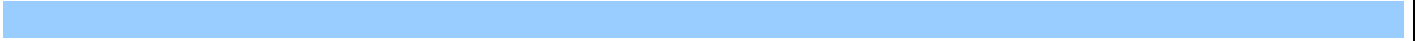
In the space provided please indicate;

1. Why have you applied for this role?
2. What skills, knowledge and experience you bring?
3. How do you meet the role profile applied for?
4. Anything further that will aid your application.

*Please continue on a separate page if necessary*



**Ascentum Nursing**  
Since 2017





## 10. REFERENCES

### Referee 1

### Referee 2

Title (Mr, Mrs etc):		Title (Mr, Mrs etc):	
Full Name:		Full Name:	
Job Title:		Job Title:	
Organisation:		Organisation:	
Address:		Address:	
Tel No:		Tel No:	
E-mail address:		E-mail address:	
Fax No:		Fax No:	
Please state if we may obtain this reference prior to interview.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Please state if we may obtain this reference prior to interview.	<input type="checkbox"/> Yes <input type="checkbox"/> No



## Criminal records check

Applicants for Healthcare positions are exempt from the Rehabilitation of Offenders Act 1974. You are required to declare prosecutions or convictions, including those considered 'spent' under this Act.

	Yes	No
1. Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI 2013 1198?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do you have any convictions, cautions, reprimands or final warnings which would not be filtered in line with current guidance?	<input type="checkbox"/>	<input type="checkbox"/>
3. Have you had a Police check in another country within the last 6 months? If so, please provide details below and enclose a copy if held.	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you ever been suspended or are you currently under investigation by an NHS Trust, professional body or any other organisation?	<input type="checkbox"/>	<input type="checkbox"/>
5. Have you ever had an Enhanced Disclosure and Barring Service (DBS) check? (formerly Criminal Records Bureau check or CRB)	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered yes to any of the questions above, please provide more information:



**Ascenteum Nursing**  
Since 2017

Ascenteum Group will undertake an Enhanced DBS check on your behalf. You will not be placed without having completed a current DBS check. Ascenteum Group utilises the DBS e-Bulk service. Please contact your recruitment team to check the process for completing the DBS application online. Please enclose all ORIGINAL documentation (e.g. passport) as requested, not just photocopies. These will be returned to you immediately. Please note that at any stage whilst working for Ascenteum Group we receive a DBS enhanced disclosure that highlights information you have not declared then you will be removed from your assignment.

11. DECLARATION			
I declare that the information given in this application form is true and complete. I understand that if I have given any misleading information on this form or made any omissions, this will be sufficient grounds for terminating my employment.			
Signature:		Date:	
Name:			
The information provided by you on this form as an applicant will be stored either on paper records or a computer system in accordance with the Data Protection Act 1998 and will be processed solely in connection with recruitment.			