**THE DORNOCH AREA COMMUNITY INTEREST COMPANY (DACIC)**

**THE DORNOCH HUB, ARGYLE STREET, DORNOCH IV25 3LA**

**EMPLOYMENT APPLICATION FORM**

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| **PERSONAL DATA** | |
| Role which you are applying for: |  |
| Full Name: |  |
| Address: |  |
| Contact Telephone Number: |  |
| Contact Email Address: |  |
| National Insurance Number: |  |
| Do you have a driving licence or access to personal transport? | Yes ☐ No ☐ |
| Do you require a permit to work in the UK? | Yes ☐ No ☐ |

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| **EDUCATION** | | |
| Title/Level of Qualification | Grade | Date(s) |
|  |  |  |

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| **EMPLOYMENT** | | | | |
| Please give a list of current and previous employment | | | | |
| Job Title | Name and Address of Employer | Dates From | Dates To | Brief Job Description and Reason for Leaving |
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| Please summarise the main duties of your current or most recent post: | | | | |
| **PERSONAL/SUPPORTING STATEMENT** | | | | |
| Please use this space to tell us a bit more about yourself and tell us why you feel you are suitable for this post, along with any other information you would like us to know to support your application: | | | | |

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| **CRIMINAL CONVICTIONS** |
| Do you have any unspent criminal convictions or impending charges against you?  Yes ☐ No ☐ |
| If Yes, please give details  You **do not** need to declare any “spent” convictions |

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| **REFEREES** |

Please provide below contact details for 2 organisations that you or your company have provided services to. Please note we reserve the right to request more than 2 references. NOTE FOR NON PERSONAL REFERENCES

Referee 1

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Company: |  |
| Address: |  |
| Postcode: |  |
| Contact Telephone Number: |  |
| Email Address: |  |
| Do you give us permission to contact this referee? | Yes ☐ No ☐ |

Referee 2

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Company): |  |
| Address: |  |
| Postcode: |  |
| Contact Telephone Number: |  |
| Email Address: |  |
| Do you give us permission to contact this referee? | Yes ☐ No ☐ |

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| **DECLARATION** |
| I Declare that the information given within this application is true and complete to the best of my knowledge If any of this information given by me within this application is or found to be untrue, it is recognised that any Employment Contract Offer may be withdrawn  Signed on Behalf of Applicant  Date |