Central Office

99 Edge Lane

Liverpool L7 2PE

Tel: 0151 261 2000

Email: [HR@nugentcare.org](mailto:HR@nugentcare.org)

www.wearenugent.org



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| We are an Equal Opportunities employer and will assess candidates on their suitability for the post regardless of their gender, ethnic origin, religion or belief, disability or sexual orientation.  ***Please answer all questions.*** | | | | | | |
| Post applied for: | | | Advert ref. no.: | Location: | | |
| Title: (Mr/Mrs/Miss/Ms/Other) | Forename: | | | | Surname: | |
| Address: | | | | | | Postcode: |
| Telephone number- Day: | | Telephone number- Evening: | | | | Email address:  We will contact you on this email address about the progress of your application |
| Do you require a work permit to work in the UK? Yes No   Where did you see this post advertised?  Do you consider yourself to have a disability? (for monitoring purposes only) Yes  No  | | | | | | |
| **REFEREES**  In line with Nugent’s Safer Recruitment policies and procedures we require three referee’s for each candidate.  One should be your present employer (or most recent if currently unemployed) with a company contact number & email address.  Second referee should be your previous employer and a character reference from a professional source i.e. Teacher, nurse etc  **Please not relatives including partners should not be given as referees.** | | | | | | |
| **Current employer**  Full name: Company/Relationship:  Address:  Telephone number: Company email address: | | | | | | |
| **Previous employer**  Full name: Company/Relationship:  Address:  Telephone number: Company email address: | | | | | | |
| **Character reference**  Full name: Relationship:  Address:  Telephone number: Email address: | | | | | | |

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| **EDUCATION**  Please give details of your education from the age of 11 years including GCSE, A Level, Degree (etc.) qualifications achieved.  **Certificates will be required if invited to interview**  Date From Date To School/College Qualification  (month & year)  / /  / /    / /  / /  / /  / /  / /  / /  / / |
| **OTHER RELEVANT COURSES UNDERTAKEN** Including NVQ/Diploma qualifications  Date From Date To Course  (month & year)  / /    / /  / /    / /  / / |
| **PROFESSIONAL REGISTRATION**  Please provide details of any professional registrations you currently hold including HCPC, nurse, Teacher etc.  Pin Number: Professional Body: Valid Until:  Pin Number: Professional Body: Valid Until: |

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| **DETAILS OF POST HELD AT PRESENT**  Date From Date To Salary Post Employer’s Name and Address  (month & year)  / /  / /  Notice required:  Reason for wishing to change employment: |
| **RECORD OF ALL PAST EMPLOYMENT**- Please include all employment you have held since education, including any gaps.  Date From Date To Post Held Employers Name & Address Reason for Leaving  (month & year)  / /    / /  / /    / /  / /    / /  / /    / /  / /    / /  / /    / /  / /    / /    / / |

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| **INFORMATION IN SUPPORT OF YOUR APPLICATION**  This section gives you the opportunity to provide us with information in respect of your experience, knowledge and skills to support  your application. Please relate the information to the attached Person Specification. Continue, if necessary, on a separate sheet, which  should be attached to the Application Form. |
| **Rehabilitation of Offenders Act 1974**  Do you have any spent or current convictions, cautions, reprimands or final warnings which would not be filtered on an  enhanced DBS check?  Yes  No   If Yes, please give details: |
| **DECLARATION**  (a) I confirm that the information I have given on this form is correct and complete, and I understand that misleading statements may be sufficient grounds for cancelling any agreement made.  (b) I am willing to be examined medically if required.  (c) Do you have a spouse, partner, relatives or friends employed by Nugent? If so, please state name and relationship.  .................................................................................................................................................................................................................. ..  (d) I understand that any canvassing will automatically invalidate my application.  (e) I agree to my details being shared with the Learning & Development team should a conditional offer of employment be made.  We will process your personal information in line with the GDPR regulations; this will be stored securely and not be retained  longer than necessary. You have a right to access the information that Nugent holds on you. If you would like to do this,  please contact the HR department on 0151 261 2000. |
| Signed Date |