



Cleaner Application Form

Personal Details

First Names

Surname

Date of Birth

National Insurance Number

Address

Postcode

Phone Number

E-mail Address

Current or most recent employment

Position

Dates Employed (From and To, Month and Year)

Name and Address of Employer

Main Responsibilities

Relevant Experience

Details of any experience, qualifications or training relevant to this job.

Dates

Details

Getting Around

(delete as appropriate)

Do you have transport of your own?

Scooter / Push Bike / Car

Do you have a full driving licence?

Yes / No



Availability

Monday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Tuesday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Wednesday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Thursday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Friday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings

Can you work at weekends?

Saturday	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
Sunday	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never

References

Please supply the name, address and telephone number of two referees.

(one must be your present – or most recent – employer and the other should be, where possible, a previous employer)

Name

Job Title

Address

Telephone

E-mail

Name

Job Title

Address

Telephone

E-mail

Please note by entering their details you consent to your referees being approached after the interview.

Declaration

I declare that the information given on this form is, to the best of my knowledge, true and complete.

I understand that false statement may be sufficient for my rejection or, if employed, dismissal.

Signature

Date

Please submit this form after completing the next page.



Additional Information and Equal Opportunities

Personal Details

POLICY

Goring Parish Council is committed to the principle of equal opportunities in employment.

The aim of the Equal Opportunity policy is to ensure that all employees are recruited, trained and promoted according to their ability to fulfil the requirements of their post.

There will be no discrimination on the grounds of, for example, race, colour, creed, ethnic or national origins, nationality, disability, age, sex, sexual orientation, marital status or family responsibility in any matter relating to employment

MONITORING

Goring Parish Council has adopted the recommendations of the Code of Practice published by the Equal Opportunities Commission and the Commission for Racial Equality (now the Equality and Human Rights Commission) that employers should regularly monitor the effects of selection decisions to assess whether equality of opportunity is being achieved.

For this purpose you are asked to complete the form below.

The information will be treated as strictly confidential and used, in an anonymous way, for statistical purposes only. The form will be removed from your application prior to short listing.

Details

Post Applied For

Date of Birth

I would describe my Ethnic Origin as:

- | | | |
|--|--|--|
| <input type="checkbox"/> White - British | <input type="checkbox"/> White - Irish | <input type="checkbox"/> White - Other |
| <input type="checkbox"/> Black / Black British - Caribbean | <input type="checkbox"/> Black / Black British - African | <input type="checkbox"/> Black / Black British - Other |
| <input type="checkbox"/> Asian / Asian British - Indian | <input type="checkbox"/> Asian / Asian British - Pakistani | <input type="checkbox"/> Asian / Asian British - Other |
| <input type="checkbox"/> Mixed – White/Black Caribbean | <input type="checkbox"/> Mixed – White/Black African | <input type="checkbox"/> Mixed – White / Asian |
| <input type="checkbox"/> Mixed - Other | <input type="checkbox"/> Chinese | <input type="checkbox"/> Other Ethnic Group |

I am

- Male Female

Do you need approval through the requirements of the UK boarder agency to work in the UK?

- Yes No

Have you ever been convicted of a criminal offence? (Declarations subject to the rehabilitation of offenders act 1974)?

- Yes No

If Yes, please give details.
