

One-Eighty: Job Application Form

The information you supply on this form will be treated in confidence.

It is important that you read the job description before completing this application form. Please complete this form fully using black ink or type. Applications received after the closing date will not normally be considered.

Job Details

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|----------------------------------------------------|--|
| Post your are applying for | |
| Location of Post e.g. Oxford, West London, Swindon | |

Section 1: Personal Details

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|-------------------------------------------|--|
| Surname | |
| Forename (s) | |
| Preferred Name | |
| House Number/Name | |
| Address | |
| Postcode | |
| Day time telephone number | |
| Evening telephone number | |
| Email | |
| National Insurance Number | |
| Do you hold a driving license? | |
| Do you have any motoring convictions? Y/N | |
| If yes please specify here | |

Section 2: Current Employment – this must be your present or most recent employer

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| Job Title | |
| Line Managers Name and Job Title | |
| Employers Address | |
| Employers phone number | |
| Employers email address | |
| Hours worked | |
| Dates employed from and to | |
| Current Salary | |
| Notice period | |
| Key Duties of the role | |
| Reason for leaving | |

Section 3: Previous Employment

Starting with the most recent first, please give details of jobs held including part-time and unpaid work.

Please give details of all previous jobs since leaving full time education. Full details should be given for any period not accounted for by full time employment, education or training (e.g. unemployment, voluntary work, raising a family, part time work and working overseas).

| Name of Employer | Job Title and Main Duties | Reason for Leaving | Date your employment there began | Date your employment there ended |
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Section 4: Education

Qualifications obtained from Schools, Colleges and Universities. Please list highest qualification first:

| Educational Establishment | Course/Subjects | Qualifications/grade obtained and date of completion |
|---------------------------|-----------------|------------------------------------------------------|
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Section 5: Professional Qualifications or training courses

| Name of Course | Course Content | Date Obtained |
|----------------|----------------|---------------|
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Section 6: Supporting Statement

Please tell us succinctly in no more than 1000 words why you are applying for this post. Please read the job advert and selection criteria carefully. Using examples demonstrate how your knowledge, skills and experience meet the criteria for the role.

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Section 7: Further Questions

Tell us about a time when you used your own initiative. (max 300 words)

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In adversity, how do you cope? (max 300 words)

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Can you give me some examples of how you would contribute to making One-Eighty a safer environment for children and young people? (max 300 words)

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What are your long-term career aspirations? (max 300 words)

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Section 8: Criminal Record

This post is subject to a Disclosure and Barring Service Check. We encourage all applicants called for interview to provide details of any criminal record at an early stage in the application process. We guarantee that this information is only be seen by those who need to see it as part of the recruitment process. This should be documented in written format and emailed to: admin@one-eighty.org.uk marked CONFIDENTIAL – RECRUITMENT.

Having a criminal record will not necessarily bar you from working for us. This will depend on the background of our offences.

One-Eighty has a policy for the recruitment of ex-offenders, which can be found with the application form.

One-Eighty is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Our recruitment and selection process reflects this commitment.

This post is subject to a Disclosure and Barring Service Check. Two references will be required, one of which must be your current or most recent employer. If you are shortlisted, these will be followed up prior to your interview.

All applicants will be asked to complete an occupational health questionnaire if they are successful at interview. A staff wellbeing plan is standard practice for all staff to complete during induction as part of supporting them to work on complex cases.