

**JOB APPLICATION**

**CONFIDENTIAL**

The information you provide on this form will be used for recruitment & selection and employment contract purposes

**Closing date: 9am Monday 29th May 2023**

**I**

**Solace is recruiting for a number of roles. Which role are you applying for?**

**Operations Manager / Clinical Services Manager / Therapist / Child and Family Project Therapist**

You can apply for more than one role on the same application form but please ensure you make it clear which roles you wish to be considered for, and please refer to the individual job descriptions for each role. You may prefer to send a separate application for each role if it is easier to address the specific requirements of the role.

1. **Name:**
2. **Address:** (including postcode)
3. **Phone number:**
4. **Email address:**
5. **Please confirm you are are eligible to live and work in the UK**

(please circle) YES NO

1. **Is this eligibility dependent upon any type of visa?**(please circle)

YES NO

This post is not exempt from the Rehabilitation of Offenders Act 1974. We only ask applicants to disclose convictions which are not yet spent under the Rehabilitation of Offenders Act 1974. If you are not sure whether your convictions are spent, please contact [Nacro](http://www.nacro.org.uk/resettlement-advice-service/support-for-individuals/jobs-and-volunteering/) for further advice.

Do you have any unspent convictions? Yes 🞐 No 🞐

If you have answered yes please provide details of your criminal record in the space below or on a separate piece of paper marked confidential.

1. **References**

Please give the names and addresses of two referees .

Please provide a reference from your current or most recent clinical supervisor who will be able to comment on your clinical practice. Please give details of a further referee who is able to comment on your ability to do the job. They must not be related to you. One should be your current or most recent employer or if you are not employed, please give details of someone who knows you well and can comment on your professional abilities.

**Referee one: Referee two:**

**Name Name:**

**Occupation: Occupation:**

**Address: Address:**

**Postcode: Postcode:**

**Phone: Phone**

**Email: Email:**

**Capacity in which known: Capacity in which known:**

1. When would you be available to take up this post?
2. **Employment history:**

Please give details of your employment history, starting with the current or most recent employer. Please include any voluntary positions and explain any gaps in formal employment so we can get a full picture of your experience.

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| **Name of employer** | **Position held** | **Dates position held (from and to)** | **Brief overview of responsibilities** |
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1. **Please show here how you meet the qualifications requirement as set out in the person specification. Please include the dates you were awarded your qualification and the body or institution awarding it.**
2. **Please show that you have the experience asked for in the Person Specification, gained either through work, education, home or voluntary activities**
3. **Please show that** **you have the skills, knowledge and abilities asked for in the Person Specification:**
4. **Please demonstrate how you meet the attitude requirements of the Person Specification:**
5. **Additional information:**

Please use this space to tell us anything further you would like us to know in support of your application. Please only write as much as you feel is important, and please do not exceed two pages.

**Please return this form to** [**kathryn@solace-uk.org.uk**](mailto:kathryn@solace-uk.org.uk)

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