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Community Counselling, Stanley Harrison House, Norton Road, Malton, North Yorkshire, YO17 7BN

Tel: **01653 690 124** website: <https://www.community-counselling.org.uk/>

**Application for role of:** **Counsellor for Children & Young People [10.5hrs / 7 sessions per week]**

All information will be treated in confidence. The first two pages will be used for administrative purposes only, and do not form part of the decision-making process.

**Do not** attach a CV. Please email the completed form to: sarah.duff@community-counselling.org.uk

**Personal Details**

**First Name:**

**Surname:**

## Address:

## Postcode:

**Tel no: Email address:**

Are there any restrictions to your residence in the UK which might affect your right to take up employment in the UK? Yes No

If ‘Yes’, please provide details:

If you are successful in your application, would you require a work permit prior to taking up employment? Yes No

If ‘Yes’, please specify dates:

Date: From (Month/YYYY)Date: To (Month/YYYY)

Have you ever lived and/or worked outside of the UK? Yes No

If ‘Yes’, please provide details:

Do you hold a Certificate of Good Conduct for your time spent abroad? Yes No

If yes, please provide date of issue:

**National Insurance Number:**

**DBS/Police Vetting**

This role is subject to satisfactory **enhanced DBS disclosure** and a **Police Vetting Check**

This role is exempt from Section 4(2) of the Rehabilitation of offenders Act 1974. All convictions, cautions and bind overs, including those regarded as “spent”, must be declared. If you have any of these, please send a separate email marked ‘private and confidential’ outlining this information.

**References**

Please provide contact details for two people who will act as referees for you. If you are invited for interview references may be taken up before interview, unless you request otherwise on this form.

|  |  |
| --- | --- |
| 1 Name:Email Address: Relationship: Contact before interview? Yes 🞏 No 🞏  | 2 Name: Email Address: Relationship: Contact before interview? Yes 🞏 No 🞏  |

**Health:**

Please detail any health matters you feel may be relevant to this application.

**The information on this form is true and correct to the best of my knowledge and belief:**

**Signed: Date:**

**Employment History** (most recent first)

**Current / Most Recent Job Title:**

**Hours per week:**

|  |  |  |
| --- | --- | --- |
| **Date** | **Employer** | **Main Duties** |
|  |  |  |

**Details of previous relevant employment**

|  |  |  |
| --- | --- | --- |
| **Dates** | **Employer** | **Job Titles/Main Duties** |
|  |  |  |

**Voluntary/Unpaid Activities**

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Hours/week | Organisation | Brief Details of Duties |
|  |  |  |  |

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| --- |
| **EDUCATION:**Please start with the most recent first.Institution From To Examinations Result/grade Date   |

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| --- |
| **Vocational qualifications, skills and training** Please provide details of any vocational qualifications, skills that you possess or training that you have received which you consider to be relevant to this role: |

|  |
| --- |
| **Abilities, knowledge and experience relevant to this role:**Please tell us why you are applying. You need to read the role description and person specification carefully, then explain how your skills, abilities, knowledge and experience fit this role. These may have been gained through paid employment, voluntary/community work, domestic responsibilities, spare time activities, training, and anything else you think is relevant to this role. |