Please complete and return to: Nicola Griffin, HR Coordinator, Creative Homecare, Strathcarron Hospice, Denny, FK6 5HJ or email to: [Nicola.griffin@nhs.scot](mailto:Nicola.griffin@nhs.scot)

|  |  |
| --- | --- |
| **Personal Details** | Information |
| First Name |  |
| Last Name |  |
| Email |  |
| Phone No |  |
| Role applied for |  |
| **Address Information** |  |
| Number and Street |  |
| Town |  |
| Postcode |  |
| **More About You** |  |
|  |  |
|  |  |
| Do you have a full Driving licence and access to a car suitable for work? |  |
| Do you have the right to work in the UK? |  |
| Please confirm the minimum hours you require?  Are you flexible to work this Monday – Friday? |  |
| **Qualifications** |  |
| Please detail all qualifications and results |  |
| Please provide information on any courses you have attended inside and outside of work as well as any courses you are currently undertaking relevant to this role? |  |
| **Current/Previous Employment**  Your role  Company Name  Company Address  Start Date  End Date : If applicable |  |
| Duties and responsibilities  Reason for leaving |  |
| **Employment History**  **Employment 1**  You must include:  Your role  Company Name  Company Address  Start Date  End Date |  |
| Duties and responsibilities  Reason for Leaving  **Employment 2**  Your role  Company Name  Company Address  Start Date  End Date  Duties and Responsibilities  Reason for Leaving |  |
| **Further Information**  Why would you like to work with Creative Homecare |  |
| **PVG Scheme**  Any job offer will be subject to a successful PVG Scheme Member Application (or update) with Disclosure Scotland. If you have any of the following you must declare them now.  For more information please see the government website [MyGov.Scot](https://www.mygov.scot/convictions-higher-disclosures/" \t "_blank) (opens in new window) |  |
| Please select from list | None  Unspent convictions  Spent convictions  No convictions to declare  Convictions for offences on the always disclose list, as outlined on the Government Website |
| **References**  We will require two excellent professional references as part of our recruitment process. (current or previous employer or person in a professional capacity)  Referee 1  Name  Length of time known to yourself  Contact Phone Number  Email Address  Referee 2  Name  Length of time known to yourself  Contact Phone Number  Email Address |  |
| Can we contact your referee prior to interview. | Yes / No |
| **SSSC**  Are you Registered with the SSSC  Registration No | Yes / No |
| **Disciplinary or Grievance**  Are you currently involved in any disciplinary or grievance procedures and/or have any 'live' formal warnings. | Yes / No |
| Where did you hear about this job opportunity | Creative homecare Employee  Strathcarron Hospice Employee  Job Sites  Google  Facebook  Website  Other – Please specify |
| **Your Skills, experience and Value**  Please provide any additional information you feel may support your application  What skills, knowledge and experience you bring? How do you meet the role profile applied for?  Please continue on additional sheet if required. | |
| I declare that the information given in this application form is true and complete. I understand that if I have given any misleading information on this form or made any omissions, this will be sufficient grounds for terminating my employment  Name Date  The information provided by you on this form as an applicant will be stored either on paper records or a computer system in accordance with the Data Protection Act 1998 and will be processed solely in connection with recruitment | |

Our Service is registered with the Care Inspectorate - Registration No CS2019378096

Creative Homecare is a social enterprise developed by Strathcarron Hospice (SC006704): proceeds from this service will be

reinvested to support people with life limiting illnesses who need Hospice care – to make every moment count.