PERSONAL REFERENCES

Please give the names and addresses of two referees from whom we may seek information regarding your suitability for employment. If you are currently employed, one of the referees must be your current employer.

(If you do not wish your referees to be approached at this stage, you should request this in writing with reasons)

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Name |  |
| Job Title |  | Job Title |  |
| Relation to you |  | Relation to you |  |
| Address |  | Address |  |
| Tel No |  | Tel No |  |
| Fax |  | Fax |  |
| e-mail |  | e-mail |  |
| I am happy for them to be contacted before job offer is made: **Yes** / **No (please circle)** | | I am happy for them to be contacted before job offer is made: **Yes / No (please circle)** | |

If short-listed for an interview, please give any days/dates when you would NOT be available:

|  |
| --- |
|  |

Do you require a work permit to work in this country? Yes / No

If you have ticked yes, do you have a valid work permit? Yes / No

REHABILITATION OF OFFENDERS

|  |
| --- |
| Southmead Development Trust is committed to working within the Rehabilitation of Offenders Act 1974. We will ensure that decisions on the employment of new staff members are made which balance the safety of service users with good practice on employing ex-offenders. Do you have any unspent convictions to declare which may be of relevance to the position for which you are applying?  DBS checks may be completed prior to a contract of employment being offered. Non disclosure of any relevant information on this form could lead to the offer of a post being withdrawn. |
|  |

**Declaration**

**Please note that any false claim may make this application void. If employment has begun, you may be dismissed.**

**‘I declare that the information contained in this application is correct’.**

Signed: Date: