**Sessional Worker Application Form**

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| Name of Role: | Healthwatch Waltham Forest  Outreach Officer |
| Closing Date: | **12 noon Friday 24 May 2024** |

**Section 1 - Personal Details**

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| --- | --- | --- | --- | --- |
| Surname and title: |  | | Forenames: |  |
| Contact Address: |  | | | |
| Postcode: |  | | | |
| Telephone number: | |  | | |
| Mobile number: | |  | | |
| E-mail address: | |  | | |

**Section 2 - Declaration**

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| --- | --- | --- | --- | --- |
| **Please note: If any answers to questions on this application form are found to be false within the knowledge of the candidate, or if there is any wilful omission, the candidate, if appointed, will be liable to be dismissed.** | | | | |
| I hereby declare that, to the best of my knowledge, the information given on this form is correct. | | | | |
| Signature: |  | | Date: |  |
| **Please return the application form to:** | | [dianne.barham@localvoice.org.uk](mailto:dianne.barham@localvoice.org.uk) | | |
| Should you have any queries please contact Dianne Barham on +44 7880 551559. | | | | |

**Section 3 – Education**

|  |  |  |
| --- | --- | --- |
| Please give details of any qualifications and / or training relevant to this post that you have received: | | |
| Training body and address | Qualification / training | Date  (from – to) |
|  |  |  |

**Section 3a – Employment History**

|  |  |  |  |
| --- | --- | --- | --- |
| Please give details of your employment history, including any relevant voluntary work: | | | |
| Position | Employer Name and Address | Brief Summary of Responsibilities | Date:  from – to |
|  |  |  |  |

**Section 4 – Suitability statement**

**Please state below why you feel you have the relevant knowledge, experience and competencies for the role, using examples from paid or voluntary work, life experiences and / or training.** *Please make sure to address each element of the Person Specification and give examples where you can. Part of the assessment criteria is to score each point on the Person Specification*

|  |  |
| --- | --- |
|  | **Person Specification** |
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**Section 5 – Criminal Convictions and Cautions**

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| Applications from ex-offenders are accepted and will be considered on their merit. A conviction will not necessarily be a bar to recruitment and convictions, which are irrelevant to the job, will not be taken into consideration. Please declare below details and dates of any criminal convictions (spent and unspent), cautions, reprimands and final warningsand any other information that may have a bearing on the suitability for the role. |
|  |
| An enhanced disclosure will be sought from the Disclosure and Barring Service (DBS)in the event of a successful application. |

**Section 7 – Eligibility to work in the UK**

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| --- | --- |
| Do you require a work permit | Yes 🗌 No 🗌 |
| *Please give details i.e. If you already have a permit when does it expire? Are you in the process of applying? Etc. You will be required to produce documentation.* | |
|  | |

**Section 8 – References**

|  |  |  |
| --- | --- | --- |
| Please supply details of two people who can provide a reference for you. Please provide references from your current and previous employer (paid / unpaid work). | | |
|  | First Referee | Second Referee |
| Name: |  |  |
| Job Title: |  |  |
| Address: |  |  |
| Phone: |  |  |
| E-mail address: |  |  |
| Relationship (i.e. manager): |  |  |