

EDUCATIONAL HISTORY and ACADEMIC ACHIEVEMENTS

Please list all qualifications with the highest level first (e.g. PhD, a degree, then A levels, then GCSEs)

Name and address of educational establishment

Subjects studied, qualifications and grades attained

Dates of attendance

PERSONAL DEVELOPMENT

Please provide details of any training courses or voluntary work that you believe relevant to the role applied for

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SUITABILITY FOR THE ROLE

With reference to the competencies listed in the job description, please state the extent to which you meet each of these competencies.

Describe how your knowledge, skills and experience will enable you to perform this job well. In particular we are looking for evidence of key things you have achieved and how you went about making those achievements.

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OTHER INFORMATION

Criminal Convictions: The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974?

YES NO

Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020?

YES NO

If you have answered yes to either of the previous two questions, please give details.

(Declarations are subject to the provisions of the Rehabilitation of Offenders Act 1974 as amended.)

Financial Soundness: The Financial Conduct Authority requires firms to have regard to determining its employees' financial soundness including, but not limited to, whether the person has been the subject of any judgment debt or award, in the United Kingdom or elsewhere, that remains outstanding or was not satisfied within a reasonable period.

Are you currently, or have you ever been, a member of Hoot Credit Union?

YES NO

Member Number
(if known)

Are you currently an undischarged bankrupt, subject to an Individual Voluntary Arrangement or Debt Relief Order, or planning to apply for one?

YES NO

If you have answered yes to the previous question, please give details.

REFERENCES

Please give the details of two people who can provide references – one of whom should be your current, or most recent employer. References will only be taken up once an offer of employment is made.

Name		Name	
Address		Address	
Telephone		Telephone	
Email		Email	
Relationship		Relationship	

DATA PROTECTION STATEMENT

By signing this application form you are agreeing to the processing of sensitive personal data in accordance with our registration with the Information Commissioner.

DECLARATION

The details on this application form are true and correct to the best of my knowledge.

I understand that if any information I have provided on this application is subsequently found to be false, or if I knowingly withhold information that is considered highly relevant to my application, I may be dismissed.

Signed		Date	
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Diversity Monitoring Form

Completing this section is optional, however we are keen to ensure that we attract and recruit a diverse workforce.

Diversity monitoring information about your ethnic or racial origins or religious or philosophical beliefs is called 'sensitive personal data'. This sensitive information will be used for monitoring purposes only and will not be used in deciding your suitability for the job at any stage of the selection or shortlisting process.

Signing the declaration below provides your consent, which is required under the Data Protection Act 1988, for this processing to take place.

PERSONAL DETAILS

- Age
- 16-25
 - 26-35
 - 36-45
 - 46-55
 - 56-65
 - Over 65

- Gender
- Male
 - Female
 - Non-binary
 - Prefer not to say
 - Prefer to self-describe:

- Sexual Orientation
- Asexual
 - Bisexual
 - Gay
 - Straight/Heterosexual
 - Prefer not to say
 - Prefer to self-describe:

ETHNIC ORIGIN

Please tick the box which most closely describes your sense of identity or belonging on the basis of your race or culture

Asian / Asian British

- Bangladeshi
- Chinese
- Indian
- Pakistani
- Other Asian background:

Black / Black British

- African
- Caribbean
- Other Black background:

Mixed

- White and Asian
- White and Black African
- White and Black Caribbean
- Other Mixed background:

White

- British
- Irish
- Other White background:

Other

- Other Ethnic background:
- Prefer not to say

DISABILITY

Do you consider yourself to have a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities?

- YES NO

CONSENT FOR PROCESSING

I have read and understood the data protection information above and agree and consent to the processing of the information that I have supplied about me.

Signed

Date