

YCDT Service Manager Application - Additional Information

In order to apply, please outline, in a maximum of two sides of A4, why and how your skills, experience and personal motivation make you the right person to be YCDT's new Service Manager. Please also provide your CV with your application, along with the additional information below, filled in and signed, and send all three documents before September 30th 2024.

Additional Information

REHABILITATION OF OFFENDERS ACT 1974 (EXCEPTIONS) (AMENDMENT) ORDER 1986 WE WOULD DRAW YOUR ATTENTION TO THE FOLLOWING STATEMENT:-

“Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act, 1974, by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 and the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 1986. Applicants are, therefore, not entitled to withhold information about convictions which for other purposes are ‘spent’ under the provisions of the Act”.

Please provide details below if you have been convicted of a criminal offence or been the subject of a conditional discharge or probation order. (Past criminal proceedings are not necessarily an obstacle to taking up a post. This occurs only where the offence/s is/are deemed relevant. Any details will be discussed with you should you be the successful candidate based on your supporting statement, CV and interview).

Are you subject to any conditions relating to your employment in this country? **YES/NO**

References

We will take up professional references once you have been interviewed and **provisionally** offered the post. Please make sure that you have given the full contact details of your referees so that this does not delay processing reference requests. If you have no employer references, we will take up references with named individuals at colleges where you have studied, or people who know you in a professional capacity. Please do not put down family members or people you live with as referees. You will only be confirmed in the post once we are satisfied with the information received from your referees and completed an enhanced DBS

Name of referee 1 and relationship to you:

E-mail:

Contact number:

Name of referee 2 and relationship to you:

E-mail:

Contact number:

Additional support If you need us to make any adaptations for your interview to accommodate any disability you may have or additional support you might need, please tell us what these should be?

Statement to be signed by the applicant Please complete the following declaration and sign it in the appropriate place below. If this declaration is not completed and signed, your application will not be considered.

I AGREE THAT YCDT CAN CREATE AND MAINTAIN COMPUTER AND PAPER RECORDS OF MY PERSONAL DATA AND THAT THIS WILL BE PROCESSED AND STORED IN ACCORDANCE WITH DATA PROTECTION LEGISLATION.

I have attached:

- A supporting statement (maximum two A4 sides)
- CV
- Completed 'Additional Information' pro forma

I confirm that all the information given by me on this form is correct and accurate and I understand that if any of the information I have provided is later found to be false or misleading, any offer of employment may be withdrawn or employment terminated.

Signed	Date
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