

Vacancy details

Vacancy being applied for

Job reference number

Contact details

The following information will be treated in the strictest confidence.

Fields marked with an asterisk (*) must be completed.

Title

Please select from the dropdown below	If other please add below

First name *	Last name *
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Address

Address Line 1	
Address Line 2	
City	County
Postal Code	Country
Email address *	
Main contact phone number *	

Do you have the right to work in the UK? *

YES NO

Please confirm which option your eligibility to work in the UK is based upon? *

Please select from the dropdown below

If you stated Other above, please give details below.

PVG – Please provide your PVG Transferable number (if applicable):

Name

Driving

Do you drive? *

Please select from the dropdown below

Do you have any points on your driving licence? *

YES NO

If you stated “Yes” please confirm how many.

Where did you see this vacancy?

Your education – schools and college

School/College	Qualifications

Job related Training Courses

Course name	Year

Employment

Are you currently employed *

YES NO

Current or last employer *

Name of employer

Employed from	Employed to

Job title and duties

Reason for leaving

Your employment history

Name of employer	Town/City
Employed from	Employed to

Job title and duties

Reason for leaving

Beyond Limits Application form



Your employment history

Name of employer	Town/City
Employed from	Employed to

Job title and duties

Reason for leaving

Name of employer	Town/City
Employed from	Employed to

Job title and duties

Reason for leaving

Additional employment details

Please add remaining details from your employment history including dates.

About you

We need to get an idea of who you are as a person and why you are the best person for this job.

Why are you applying for this job? *

Why are you the best person for this job? *

Your past experience including any qualities, skills and values and how they match this role *

2 examples of how you have used these qualities, skills and values in the past *

References

We require three written references.

Please give the names of two business referees (one of which should be your present or most recent employer, who had line management responsibility for you) and one other previous employer whom we may approach for a reference. In addition to this, we require a character reference. Please note that your character referee cannot be someone you are related to. If there is any difficulty with providing a reference from any of these sources, this must be discussed at the first interview stage.

Can we approach your current employer for a reference? *

YES NO

Current or most recent employer referee

Company/Employer name *	
Full name *	
Position in Company *	
Address	
City	County
Postal Code	Country
Email address	
Phone number	

Previous employer referee

Company/Employer name *	
Full name *	
Position in Company *	
Address	
City	County
Postal Code	Country
Email address	
Phone number	

References continued

Character referee

Full name *	
Occupation *	
Relationship to you *	
Address	
City	County
Postal Code	Country
Email address	
Phone number	

Disclosure

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 (Exemptions) Order 1974.

You are therefore not entitled to withhold information when asked about criminal convictions and you must declare any criminal convictions, cautions, warnings or reprimands. Any such information provided will be treated in the strictest confidence, Beyond Limits Dumfries and Galloway aims to promote equality of opportunity and is committed to treating all applicants for positions fairly and on merit.

Beyond Limits Dumfries and Galloway undertakes not to discriminate unfairly against applicants on the basis of a criminal conviction or other information declared. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the organisation.

Do you have any criminal convictions, bind overs, cautions, warnings or reprimands? *

YES NO

Please provide us with details of all criminal convictions, bind overs, cautions, warnings or reprimands? *

Declaration

I agree that the the information I have provided within this application is complete and accurate. I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable to summary dismissal.

Do you agree with the statement above *

YES NO

General Data Protection Regulation (GDPR)

I understand and agree that there are times when information contained within my application form may be required to be shared with a third party such as the Local Authority or Care Inspectorate for the Regulation of Care. All completed application forms are handled by Beyond Limits Dumfries and Galloway in line with the General Data Protection Regulation, a copy of our applicant privacy policy can be found on our website. I confirm that I have read and understood this information..

I have read and understood the information above. *

YES I confirm that I have read and understood this information

How to send your completed form by email or post

Sending this form by email

When you have completed and **saved** this PDF form on your computer:

- Attach the completed form to an email
- Send the email to:

Sending this form by post

- Complete this PDF form on your computer or print and fill in by hand.

- Post your printed form to:

**Beyond Limits Dumfries and Galloway,
19 Queen Street
Lochmaben
Lockerbie, DG11 1PP**