

Unique Identification No:	
HR Use Only	



**CONFIDENTIAL**

## JOB APPLICATION FORM

Type or write clearly using black ink. Please continue on a separate sheet if space is inadequate. Please return application to Brigid Dowsett, Provelio Limited, The Meeting House, Lewins Mead, Bristol BS1 2NN or email to [brigid.dowsett@provelio.com](mailto:brigid.dowsett@provelio.com)

<b>Post Applied for:</b>	
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<b>Personal Details</b>
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<b>Surname:</b>
<b>Forename(s):</b>

<b>Address:</b>	

<b>City:</b>		<b>Post Code:</b>	
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<b>Main Contact Telephone Number:</b>
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<b>Alternative Contact Number(s):</b>
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<b>Contact Email address:</b>
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<b>References</b>
Please provide contact details of two referees, one of whom should be your current or most recent line manager or employer. If you have no or limited previous employment please provide referees from your school, college or training scheme or from any voluntary/temporary work. <b>Referees will only be approached if candidates are to be offered employment.</b>

Reference: 1

Name:		Job Title:	
Name of Organisation:			
Address:			
City:		Post Code:	
Contact Tel. Number:		Fax Number :	
Contact Email:			

Reference: 2

Name:		Job Title:	
Name of Organisation:			
Address:			
City:		Post Code:	
Contact Tel. Number:		Fax Number :	
Contact Email:			

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<p><b>Equal Opportunities Monitoring</b></p> <p>Provelio is committed to equal opportunities and non-discriminatory policies and codes of practice. As part of this policy, all job applicants are requested to complete this form. This information will be used for monitoring purposes only and will not form part of the selection process.</p>
Post Applied for
Date
What is your nationality?
How do you identify your ethnic group? (Please select and tick the box that applies from the list A - F below):
<p><b>A White</b></p> <p><input type="checkbox"/> British</p> <p><input type="checkbox"/> Irish</p> <p><input type="checkbox"/> Any other White background (please specify)</p> <p>_____</p> <p><b>B Mixed</b></p> <p><input type="checkbox"/> White and Black Caribbean</p> <p><input type="checkbox"/> White and Black African</p> <p><input type="checkbox"/> White and Asian</p> <p><input type="checkbox"/> Any other Mixed background (please specify)</p> <p>_____</p> <p><b>C Asian or Asian British</b></p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistani</p> <p><input type="checkbox"/> Bangladeshi</p> <p><input type="checkbox"/> Any other Asian background (please specify)</p> <p>_____</p>

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<p><b>D Black or Black British</b></p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> African</p> <p><input type="checkbox"/> Any other Black background (please specify)</p> <p>_____</p>	
<p><b>E Chinese or other ethnic group</b></p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Any other (please specify)</p> <p>_____</p>	
<p><b>F Arab or Middle Eastern descent</b></p> <p><input type="checkbox"/> Arab</p> <p><input type="checkbox"/> North African</p> <p><input type="checkbox"/> Iraqi</p> <p><input type="checkbox"/> Kurdish</p> <p><input type="checkbox"/> Any other Middle Eastern background (please specify)</p> <p>_____</p>	
<p>Please would you indicate your age group</p>	<p><input type="checkbox"/> 16 - 25      <input type="checkbox"/> 35 - 50</p> <p><input type="checkbox"/> 25 - 35      <input type="checkbox"/> 50 and over</p>
<p>Your gender, please specify:</p>	
<p>Do you consider yourself to be a disabled person?      Yes <input type="checkbox"/>      No <input type="checkbox"/></p>	

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<b>Additional Information</b>				
Do you have any unspent or pending criminal convictions?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you hold a current full driving licence?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
<p>If you consider yourself to be a disabled person, please provide details of any equipment, special arrangements or facilities you may require to attend and complete the interview process.</p>				

<b>Declaration</b>	
<p>I declare that to the best of my knowledge the information given in this application is correct. I understand that deliberate omissions and incorrect statements could lead to my application being rejected or to my dismissal.</p>	
Signed*:	Date:
<p>* If you are sending this form by email then you should note that, in the absence of the signature above, the emailing of this application constitutes your personal certification that the details are correct.</p>	