

Apprenticeship Application Form

Position Applied for			
Closing date		Ref (HR use only)	
Name			
Date of Birth			
Address			
Post Code			
Telephone Number (home)			
Mobile Telephone Number			
Email address Please note that all correspondence will be sent to this address			
Where did you see the advertisement for this job?			
<p>It is essential that the Trust's employees are trustworthy as many have contact with members of the public, including access to their property. Please give details of any criminal convictions you have, excluding 'spent' convictions under the Rehabilitation of Offenders Act. A conviction will not necessarily disqualify you from consideration. If you have no criminal convictions, please write 'none'.</p>			
Are you related to any employee of WVHT, or the Board		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If so, please provide details:			
Are you a Tenant or Resident of a WVHT Property?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
<p>If yes, WVHT customers are eligible to access support from the Work & Enterprise Team when applying for any roles and employment opportunities. If you do not wish to be contacted by the Work and Enterprise Team please tick <input type="checkbox"/>.</p> <p style="text-align: right;">(Office use only – tick when actioned <input type="checkbox"/>.</p>			



Confidential Equality Monitoring Form

Surname			
Forename(s)			
Have you ever been known by another name	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If "yes", please provide details			
Post applied for			
Gender			

Ethnic Origin

White

White British

White Irish

Any other White background

Asian or Asian British

Indian

Pakistani

Bangladeshi

Any other Asian background

Chinese or other ethnic group

Chinese

Mixed

Mixed White & Black Caribbean

Mixed White & Black African

Mixed White & Asian

Any other Mixed background

Black or Black British

Black or Black British Caribbean

Black or Black British African

Any other Black background

Any other ethnic group (please specify)

Disability

Do you consider yourself to have a disability	YES <input type="checkbox"/>	NO <input type="checkbox"/>
If "yes", please state the nature of the disability. Would you need any adjustments to be made to carry out this role?		
Do you need any special assistance in attending interview?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
If so, please give details		



Sexual Orientation

If you wish, you may disclose information about yourself in this section about your Sexual Orientation:

Bisexual
Heterosexual *i.e. "Straight"*
Homosexual *i.e. gay/lesbian*
Undisclosed
Other (please specify)

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Belief

If you wish, you may disclose information about yourself in this section about your belief:

Agnostic
Atheist
Buddhist
Catholic
Christian
Hindu
Islam
Jehovah Witness
Jewish
Muslim
No Religion
Sikh
Undisclosed
Other (please specify)

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Title of post applied for	
Ref (office use)	

I hereby give my consent to WVHT to record and process my personal information and sensitive personal data in line with the terms of the General Data Protection Act 2018 and all other legislative provisions. My consent is conditional upon WVHT complying with their legal duties and obligations relating to the recording and use of this information. I understand that if my application is unsuccessful this information will be kept on file for 6 months and then confidentially destroyed.

I understand that if I have sent this application form via email it will automatically be deemed that I have provided my consent.

Signed:	Date:
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I certify that the details on all pages of this form are true to the best of my knowledge and understand that a false declaration or relevant omission could result in my subsequent dismissal.

Signed		Date	
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If submitting this form electronically, please mark the box 'X' to certify the above

Detach pages 1 – 4 before shortlisting



Title of post applied for	
Ref (office use)	

Present Employer (or most recent)

Job Title			Employer		
Address <i>(including post code)</i>					
Telephone No					
Date Appointed			Present Wage/Salary		
Leave Date			Start Date Available		
Notice Period Required			Reason For Leaving		
Brief description of duties and key achievements					
Referee's name and position					
Referee's email address and contact number					

Previous Employer

Job Title			Employer		
Address <i>(including post code)</i>					
Telephone No					
Date Appointed			Leave Date		
Wage/Salary					
Notice Period Required			Reason For Leaving		



Brief description of duties and key achievements	
Referee's name and position	
Referee's email address and contact number	

Current School or College (if applicable)

School/College			
Address <i>(including post code)</i>			
Telephone No			
Start Date		Leave Date	
Name of Tutor to be contacted for a character reference			
Tutor's email address and contact number			
Qualifications gained <i>Please detail type of qualification and level achieved</i>			

Previous School or College (if applicable)

School/College	
Address <i>(including post code)</i>	



Telephone No			
Start Date		Leave Date	
Name of Tutor to be contacted for a character reference			
Tutor's email address and contact number			
Qualifications gained <i>Please detail type of qualification and level achieved</i>			

Please detail any further training attended or qualifications gained:

Please detail any voluntary work you have done and what you have gained from this experience:



Please detail any hobbies you have or clubs you attend what you have gain from this:

Detail what you think are your key skills, and how have you used these in the past:



Please use this space to tell us what has been your biggest achievement so far and why you are applying for this apprenticeship? What do you hope to gain from it?

