

**Jigsaw Recovery Project**

**108 Aidan House, Sunderland Road, Gateshead, NE8 3HU**

**Tel: 0191 4900589**

|  |  |  |
| --- | --- | --- |
| **APPLICATION FOR EMPLOYMENT** | | |
| **Post Applied For:** |  | |
| **Title:** |  | |
| **First Name:** |  | |
| **Surname:** |  | |
| **Home Address:** |  | |
| **Post Code:** |  | |
| **Telephone Numbers:** |  | |
| **Home:** | **Work:** | **Mobile:** |
| **Email:** | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **PREVIOUS EMPLOYMENT HISTORY** | | | |
| Starting with most recent employment first please detail below previous employment history. If there have been any gaps to employment you must detail as to why. | | | |
| **Date From** | **Date Too** | **Job Title** | **Brief outline of roles and responsibilities** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| **QUALIFICATIONS & TRAINING RELEVANT TO THIS ROLE** |
|  |

|  |
| --- |
| **WHY HAVE YOU APPLIED FOR THIS POSITION** |
|  |

|  |
| --- |
| **EXPERIENCE AND SKILLS** |
| **EXPERIENCE:** |
|  |
| **SKILLS:** |
|  |
| **KNOWLEDGE:** |
|  |

|  |  |  |
| --- | --- | --- |
| **Do you have a valid UK driving Licence & Access to transport** | Yes | No |

|  |  |
| --- | --- |
| **REFERENCES** | |
| Please supply details for 2 references. At least one should be previous employer where possible. If you are unable to supply 2 previous employers or at least 1 then you must advise as to why i.e. no previous employer due to full time education. Please then supply details for character references. | |
| **Name:**  **Position / Relationship:**  **Organisation / Home Address:**  **Email:**  **Contact Number:** | **Name:**  **Position / Relationship:**  **Organisation / Home Address:**  **Email:**  **Contact Number:** |

|  |  |
| --- | --- |
| **DECLARATION** | |
| I declare that the information contained within this application and Equality and Diversity monitoring form is correct. I understand that deliberately giving false information or incomplete information would disqualify me from the appointment, or if already appointed, make me liable for dismissal. | |
| **Signed:** | **Date:** |