

Application Form

Position Applied for:					
Surname:			First Name:		
Previous Surname if any:					
Address:					
Post Code:			Time at address:		
Telephone Number:			Mobile number:		
Previous Address: Note: For DBS check purpose, addresses covering the five years up to the application date must be supplied. If necessary, use another sheet of paper.					
Post code at previous address:			Time at previous address:		
National insurance number:			Do you require a work permit:	Yes	No
Do you hold a current UK driving licence?	Yes	No	How long have you held your licence for?		
Do you have access to a car?	Yes	No	Do you have any driving related convictions?		
Have you ever been convicted of a criminal offence?	Yes	No	If yes please give details:		
Have you ever been cautioned for a criminal offence?	Yes	No	If yes please give details:		

Education			
Name of school	Date From	Date to	Qualification/Grade

Work History				
Current/most recent first. Information must cover the whole of your working life to date. State the reasons for any breaks in employment. Use a separate attached sheet if required; please sign that sheet(s)				
Present Employer				
Present employer				
Address				
Job title				
Duties				
Date Employed		To		
Reason for leaving				
Previous Employment				
Name of employer	Start Date	Leaving Date	Job titles/Duties	Reason for leaving
Please also included any gaps in employment and the reason for these				

Qualifications related to employment
Short Training courses attended

Availability						
Approx. number of hours wanted:						
Please indicate in the boxes below your availability to work.						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Early 6.30 start	Early 6.30 start	Early 6.30 start	Early 6.30 start	Early 6.30 start	Early 6.30 start	Early 6.30 start
Early 09.00 start	Early 09.00 start	Early 09.00 start	Early 09.00 start	Early 09.00 start	Early 09.00 start	Early 09.00 start
Lunches 11.00 start	Lunches 11.00 start	Lunches 11.00 start	Lunches 11.00 start	Lunches 11.00 start	Lunches 11.00 start	Lunches 11.00 start
Tea time 15.00 start	Tea Time 15.00 start	Tea Time 15.00 start	Tea Time 15.00 start	Tea Time 15.00 Start	Tea Time 15.00 Start	Tea Time 15.00 Start
Bedtime 18.00 Start	Bedtime 18.00 start	Bedtime 18.00 start	Bedtime 18.00 start	Bedtime 18.00 start	Bedtime 18.00 start	Bedtime 18.00 start

References

You must provide references from your two most recent employers. Please provide an additional character referee. All will be contacted, therefore please inform the referees of the fact that you have used their name.

If you are unable to provide the required references, please discuss the matter with us. We will not contact your current employer until an offer of employment is pending.

In addition to these references, we will need to carry out an enhanced disclosing and barring service check.

Reference One

Contact name:	
Job title:	
Company name:	
Address:	
Telephone number:	
Period of employment	

Reference Two

Contact Name:	
Job Title	
Company Name:	
Address:	
Telephone number:	
Period of employment:	

Character Reference

Contact Name:	
Job Title:	
Company Name:	
Address:	
Telephone Number:	
Period of employment:	

Please return your application form to H.R Department, Butterflies Home Care, 26 Fleece Close, Andover SP11 6UP