



## Job Application Form

Vacancy Title:

Please tell us how you heard about this vacancy:

### 1. Personal details

Last Name:

First Name:

Address:

  
  

Postcode:

Home Telephone No.

Daytime Contact No.

E-mail address:

National Insurance No.

Date of Birth

Driving Licence

Yes  No

Do you hold a full, clean driving licence valid in the UK?

Children

Do you have any experience with children? If so please state the age range you have experience with.

Age range:

### 2. Preferred hours

Please tick

Full time

Part time

We like our workers to be willing to work flexibly across the week and need to know when other commitments mean you could not be available to work:

Please mark X when you are available:

	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Morning							
Afternoon							
Evening							

### 3. Relevant Skills / Qualifications

Skill/ Qualification	Date Started	Expiry Date (if applicable)	Level

### 4. Working with Children

1. Can you give at least 4 examples of learning opportunities a child could develop from running round a pitch?

2. Within our framework we have the following 2 skills: a) Encouraging teamwork b) Movement & control. Can you give an example of how you would break these skills down to teach a child of 3 years old and a child of 6 years old?



## 6. Convictions/ Disqualifications

To ensure the safety of our clients/members a DBS check must be completed for all positions. A criminal record will be a bar to obtaining a position at Jolly Hockey Tots. If a check is returned and reveals any information, this will be discussed with the applicant. The Manager will make a decision as to whether the offer of employment should be withdrawn.

### **Rehabilitation of Offenders Act 1974 (Exceptions)(Amendment) Order 1986**

**We would draw your attention to the following statement:-**

“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 (Exceptions) Order 1975 and the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 1986. Applicants are, therefore, not entitled to withhold information about convictions which for other purposes are ‘spent’ under the provisions of the Act”.

**Please provide details below if you have been convicted of a criminal offence or been the subject of a conditional discharge or probation order.** (Past criminal proceedings are not necessarily an obstacle to taking up a post. This occurs only where the offence/s is/are deemed relevant. Any details will be discussed with you should you be the successful candidate based on your supporting statement and interview).

Are you subject to any conditions relating to your employment in this country?

**YES/NO**

If "yes" please use the space below to tell us what these are?

**If accepted when could you start? Give period of notice if applicable:**

Jolly Hockey Tots aims to be an equal opportunity employer and is determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

## Declaration

### Statement to be Signed by the Applicant

Please complete the following declaration and sign it in the appropriate place below. If this declaration is not completed and signed, your application will not be considered.

**I agree that Jolly Hockey Tots can create and maintain computer and paper records of my personal data and that this will be processed and stored in accordance with the Data Protection Act 1998.**

**I confirm that all the information given by me on this form is correct and accurate and I understand that if any of the information I have provided is later found to be false or misleading, any offer of employment may be withdrawn or employment terminated.**

**Signed:**

**Date:**

