BETHANY CHRISTIAN TRUST
APPLICATION FOR EMPLOYMENT – PART 1

- Please fill in this form by printing in black ink or typing
- Applicants may contact us for an application form in an alternative format
- Full application pack available online **www.bethanychristiantrust.com**

POST APPLIED FOR

SECTION A – PERSONAL DETAILS

First Name(s)	Surname
Address	Telephone
	Mobile
	E-Mail
Postcode	National Insurance Number

SECTION B – SECURITY

Do you have unspent convictions or unspent cautions as defined by the Rehabilitation of Offenders Act 1974? YES ☐ NO ☐

If yes, this information may be discussed at a later stage of the recruitment process. Having a criminal conviction does not automatically prevent someone from working with us. We are committed to fair and proportionate recruitment and will only consider information that is relevant to the role.

SECTION C - OTHER

Have you ever used services of Bethany Christian Trust e.g. Bethany House? YES ☐ NO ☐

Which Services Dates

SECTION D – REFERENCES

Please give two people who can provide references (one of whom must be your **present or most recent employer**, the other must be your **Minister** or a member of your **church leadership team)**.

If you do not wish us to contact your referees at this stage, please tick here ☐

Current or Most Recent Employer	Character Referee
Name	Name
Address	Address
Postcode	Postcode
Telephone	Telephone
Email	Email
In what capacity do they know you:	What is the referee's role in church?

SECTION E – EQUAL OPPORTUNITIES MONITORING

Bethany Christian Trust ensures that all applications are treated fairly and without unacceptable prejudices influencing decisions in order to achieve equality of opportunity in employment for all.
In order to monitor the effectiveness of this policy, all applicants are asked to **complete all parts** of this form. The information will be used for monitoring purposes only.
Please complete all sections below by placing a tick ☑ or by providing further information where appropriate

GENDER

Male ☐ Female ☐

AGE

under 18 ☐ 18-21 ☐ 22-25 ☐ 26-35 ☐
36-45 ☐ 46-55 ☐ 56-65 ☐ over 65 ☐

MARITAL STATUS

Single ☐ Married ☐ Widowed ☐ Separated/Divorced ☐ Other ☐

DISABILITY

Under the Equality Act 2010, you are regarded as having a disability if you have an impairment which has substantial long term effect on normal day to day activities. Please tick the appropriate box:

Disabled ☐ Not Disabled ☐ Decline to Specify ☐

As a Disability Confident employer, we will ensure that a fair and proportionate number of disabled applicants that meet the minimum criteria for this position will be offered an interview.

Please tick 'yes' if you wish to be considered under the Disability Confident scheme (and meet the definition of having a disability in the Equality Act 2010). YES ☐

Do you have any special requirements if attending for an interview?

ETHNIC ORIGIN

Individuals should decide which of the listed categories they most closely associate themselves with, having regard to their ethnic or cultural background

White
- ☐ English / Welsh/ Scottish/
- ☐ Northern Irish/ British Irish
- ☐ Gypsy or Irish Traveller
- ☐ Other White (please state)

Mixed
- ☐ White and Black Caribbean
- ☐ White and Black African
- ☐ White and Asian
- ☐ Other mixed Ethnic (please state)

Asian/ Asian British
- ☐ Indian
- ☐ Pakistani
- ☐ Bangladeshi
- ☐ Chinese
- ☐ Other Asian (please state)

Black/ African/ Caribbean/ Black British
- ☐ African
- ☐ Caribbean
- ☐ Other (please state)

Other Ethnic
- ☐ Arab
- ☐ Other (please state)

RELIGION/ BELIEF

Individuals should decide which of the listed categories they most closely associate themselves with, having regard to their religion or beliefs.

- ☐ Agnostic
- ☐ Atheist
- ☐ Buddhist
- ☐ Christian - Brethren
- ☐ Christian - Anglican
- ☐ Christian – Methodist
- ☐ Hinduism
- ☐ Islam
- ☐ Judaism

☐ Christian – Orthodox	☐ Christian – Pentecostal	☐ Shintoism
☐ Christian – Protestant	☐ Christian – Presbyterian	☐ Sikhism
☐ Christian – Roman Catholic	☐ Christian – Reformed	☐ Taoism
☐ Christian – Baptist	☐ Christian – Other	☐ Other Not Specified
	☐ Confucianism	

SEXUAL ORIENTATION

Individuals should decide which of the listed categories they most closely associate themselves with.

☐ Bi-sexual	☐ Gay	☐ Heterosexual
☐ Lesbian	☐ Decline to specify	

RIGHT TO WORK

Are you eligible to work in the UK? YES ☐ NO ☐

If your right to work is time-limited, please confirm your visa type and expiry date.

Visa Type: Expiry Date:

OTHER

Where did you first see this post advertised?

Are you related to an existing employee or service user within Bethany Christian Trust? YES ☐ NO ☐

Name: Unit:

DATA PROTECTION

The information that you provide on this form and that obtained from other relevant sources will be used to process your application for employment. The personal information that you give us will also be used in a confidential manner to help us monitor our recruitment process. By signing the application form, we assume that you agree to the processing of any sensitive personal data in accordance with our registration with the Data Protection Information Commissioner.

SIGNATURE

I confirm that the above information is truthful to the best of my knowledge. I understand that providing false or misleading information will disqualify me from selection or, if appointed, may result in my dismissal.

Signature Date