A picture containing text, clipart

Description automatically generatedApplication Form

Thank you for your interest in joining our team at Better Connect. Please complete this application form and submit it to the member of the team specified in the job advert.

We practice blind shortlisting so we can be as unbiased as possible. Some information asked for is used purely for equality monitoring and is separated from your application before the interview panel review it for shortlisting.

If you need this application form in another format, please let us know.

**Part 1 – Who you are**

This information is not seen by the panel until interview

|  |  |
| --- | --- |
| Full name |  |
| Prefer to be known as |  |
| Address |  |
| Telephone number |  |

This next information is recorded and provided to the panel separately

|  |  |  |  |
| --- | --- | --- | --- |
| Do you have the right to work in the UK?  *As required by law, we will ask to see evidence of this prior to employment* | | | |
| Yes | | No | |
| Proximity to the region we work in (York, North Yorkshire, West Yorkshire) | | | |
| Live here | Live close | | Intend to relocate |

For jobs requiring the ability to travel independently across the region, this next information is recorded and provided to the panel separately

|  |  |  |  |
| --- | --- | --- | --- |
| Are you able to travel independently across the region? | | | |
| Yes | | No | |
| If yes, what mode of transport is this? | | | |
| Own car | Public transport | | Other |
| If ‘other’ please state: |  | | |

**Part 2 – Equality Monitoring**

The entirety of this section is separated from your application and recorded anonymously. Your answers help us understand the diversity of our pool of applicants.

|  |  |  |  |
| --- | --- | --- | --- |
| What is your age? | | | |
| 16-24 | 25-29 | 30-34 | 35-39 |
| 40-44 | 45-49 | 50-54 | 55-59 |
| 60-64 | 65+ | Prefer not to say | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| What is your gender? | | | | |
| Male | | Transgender Male | | Intersex |
| Female | | Transgender Female | | Non-binary |
|  |  | | Prefer not to say | |
| If you prefer to use your own term, please specify here: | | |  | |

|  |  |  |
| --- | --- | --- |
| Are you married or in a civil partnership? | | |
| Yes | No | Prefer not to say |

|  |  |  |  |
| --- | --- | --- | --- |
| What is your ethnicity? | | | |
| Prefer not to say | | | |
| **White:** | | | |
| British | English | | Northern Irish |
| Scottish | Welsh | | Irish |
| Any other white background, please state here: | |  | |
| **Asian/Asian British:** | | | |
| Indian | Pakistani | | Bangladeshi |
| Chinese | British | |  |
| Any other Asian background, please state here: | |  | |
| **Black/African/Caribbean/Black British:** | | | |
| African | Caribbean | | British |
| Any other Black/African/Caribbean background, please state here: | |  | |
| **Mixed/multiple ethnic groups:** | | | |
| White & Black Caribbean | White & Black African | | White & Asian |
| Any other mixed background, please state here: | |  | |
| **Other ethnic group:** | | | |
| Arab | Any other ethnic group, please state here: | |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Do you consider yourself to have a disability, health condition, or are you neurodiverse? | | | | |
| Disability | | Health Condition | | Neurodiverse |
|  |  | | Prefer not to say | |

As a Disability Confident Employer, we offer a guaranteed interview to anyone with a disability who meets the minimum criteria for the role. The information disclosed in this portion of the form is used only for monitoring and recording if a guaranteed interview should be offered.

If you would be better supported with any reasonable adjustment during the recruitment process, please let us know. Adjustments will only be disclosed to the panel after the shortlisting stage and only if they need to know in order to support you.

|  |  |  |  |
| --- | --- | --- | --- |
| What is your sexual orientation? | | | |
| Heterosexual | Gay | | Lesbian |
| Bisexual | Prefer not to say | | |
| If you prefer to use your own term, please specify here: | |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| What is your religion or belief? | | | | |
| No religion or belief | | Buddhist | | Christian |
| Hindu | | Jewish | | Muslim |
| Sikh |  | | Prefer not to say | |
| If other religion or belief, please specify here: | | |  | |

|  |  |  |
| --- | --- | --- |
| Do you have caring responsibilities?  *Please tick all that apply* | | |
| None | | Primary carer of a child/children  (under 18) |
| Primary carer of disabled child/children | | Primary carer of disabled adult  (18 and over) |
| Primary carer of older person | | Secondary carer  (another person is the main carer) |
|  |  | Prefer not to say |

|  |
| --- |
| Where did you first hear about this job? |
|  |
| Please briefly explain your motivation for applying |
|  |

**Part 3 – Education and Career History**

This information is shared with the panel exactly as you enter it here.

**Education** – please refer to the person specification for any qualifications we are specifically looking for. You are welcome to list additional qualifications that you think are relevant.

|  |  |
| --- | --- |
| Course/qualification and grade | School, college, university or study centre |
|  |  |
|  |  |
|  |  |

**Accreditation** – please list any accreditation or professional qualification that you currently hold

|  |  |
| --- | --- |
| Accreditation | Date it was last renewed |
|  |  |
|  |  |
|  |  |

**Career History** – please list roles in order starting with your current or most recent role. Feel free to add rows if you need to.

|  |  |  |
| --- | --- | --- |
| Organisation | Length of time in post | Role title and brief description |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Part 4 – Why We Need You**

This is the main part of your application. Please tell us how you meet the criteria outlined in the person specification, why you would be a good fit for the role outlined in the job description, and what you would bring to the team at Better Connect. Please write no more than two pages.

This information will be shared with the panel exactly as you enter it here. The box will expand as you type.