

APPLICATION FOR EMPLOYMENT

Please complete this form and send it, along with your CV to the above email address.

Role applied for	Foodbank Senior Manager
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PERSONAL DETAILS

Title	
First Names	
Surname	
Known as (if different)	
Address	
Postcode	
Tel / Mobile No.	
Email address	

Do you have the right to work in the UK? Yes* No*

*delete as appropriate

<p>If no, please give details:</p>
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QUALIFICATIONS

Please provide details of qualifications gained and training undertaken that are relevant to this role.

Please continue on a separate sheet if necessary.

EMPLOYMENT DETAILS

Current / Most recent employer	
Position in organisation	

Please give a brief outline of the responsibilities associated with your role:

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Notice required, if appropriate:

Please explain your interest in applying for the advertised position. Please also include information on key experiences or achievements in your working life, your academic life or any other situation, such as volunteering, with particular reference to the Job Description and Person Specification. Continue on a separate sheet if necessary.

REFERENCES

Please give details of 2 people who are prepared to provide you with a reference, one of which must be academic or employment related, the other may be personal, but not a friend or relative.

Referee 1

Name	
Address	
Tel. No	
Email address	
Relationship	

Referee 2

Name	
Address	
Tel. No	
Email address	
Relationship	

Data Protection Statement

Information from this application may be processed for purposes permitted under the General Data Protection Regulation. Individuals have, on written request, the right of access to personal data held about them.

Taunton Foodbank treats personal data collected during the recruitment process in accordance with its Data Protection Policy. Information about how your data is used and the basis for processing your data is provided in our privacy statement which is available on our website.

Declaration

I confirm that the above information is complete and correct and that any untrue or misleading information will give Taunton Foodbank the right to terminate any employment offered. I understand that any offer of employment is subject to Taunton Foodbank being satisfied with the result of a series of checks, including references, the right to work in the UK, criminal convictions, probationary period and a medical report, if appropriate, in line with the Equality Act 2010.

Signed	
Print Name	
Dated	

Appendix A

EQUAL OPPORTUNITIES MONITORING FORM

STRICTLY CONFIDENTIAL

Position applied for: Foodbank Senior Manager

Reference number:
(to be completed by manager)

We, Taunton Foodbank, are an equal opportunity employer. The aim of our policy is to ensure that no job applicant or employee receives less favourable treatment because of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation.

Our recruitment selection criteria and procedures (including the areas or media sources which are used in the recruitment process) are frequently reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities and that no applicant or employee is disadvantaged by provisions, criteria or practices which cannot be shown to be justified.

We would like to use your data to ensure that this policy is fully and fairly implemented. We will use your data to compile statistics on the representation amongst our workforce of the categories listed. To use this information, we need your consent. Signing in the space below will indicate that you consent to your data being used for the purposes stated. You may withdraw your consent at any time by contacting jane@taunton.foodbank.org.uk. Completion of this form is optional. Any responses you give will assist us in our commitment to equality, diversity and inclusion in the workplace. Your responses will be kept strictly confidential and will not be used in any decisions affecting you.

Signature	
Print name	
Date	

Please provide the following information:
Which of the following best describes your gender? Male <input type="radio"/> Female <input type="radio"/> Prefer to self-describe <input type="radio"/> Prefer not to say <input type="radio"/> Option to self-describe, please add here:
Gender Identity: Do you identify as trans? Yes <input type="radio"/> No <input type="radio"/> Prefer your own term <input type="radio"/> Prefer not to say <input type="radio"/>

Option to self-describe, please add here:
Is the gender you identify with the same as your gender registered at birth? Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Age 16-24 <input type="checkbox"/> 25-29 <input type="checkbox"/> 30-34 <input type="checkbox"/> 35-39 <input type="checkbox"/> 40-44 <input type="checkbox"/> 45-49 <input type="checkbox"/> 50-54 <input type="checkbox"/> 55-59 <input type="checkbox"/> 60-64 <input type="checkbox"/> 65+ <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
What is your ethnicity? Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box: Asian or Asian British Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Chinese <input type="checkbox"/> Prefer not to say <input type="checkbox"/> Any other Asian background, please write in:
Black, African, Caribbean or Black British African <input type="checkbox"/> Caribbean <input type="checkbox"/> Prefer not to say <input type="checkbox"/> Any other Black, African or Caribbean background, please write in:
Mixed or Multiple ethnic groups White and Black Caribbean <input type="checkbox"/> White and Black African <input type="checkbox"/> White and Asian <input type="checkbox"/> Prefer not to say <input type="checkbox"/> Other Mixed or Multiple ethnic background, please write in:
White English <input type="checkbox"/> Welsh <input type="checkbox"/> Scottish <input type="checkbox"/> Northern Irish <input type="checkbox"/> Irish <input type="checkbox"/> British <input type="checkbox"/> Gypsy or Irish Traveller <input type="checkbox"/> Prefer not to say <input type="checkbox"/> Any other White background, please write in:
Other ethnic group Arab <input type="checkbox"/> Prefer not to say <input type="checkbox"/> Any other ethnic group, please write in:
Do you consider yourself to have a disability or health condition? Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/> What is the effect or impact of your disability or health condition on your work? Please write in here:

The information in this form is for monitoring purposes only. If you believe you need a 'reasonable adjustment', then please discuss this with your manager, or the manager running the recruitment process if you are a job applicant.

Which of the following best describes your sexual orientation?

Heterosexual ☐ Gay ☐ Lesbian ☐ Bisexual ☐

Prefer to self-describe ☐ Prefer not to say ☐

Option to self-describe, please add 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 write in: