

Tranmere Community Project

THE METHODIST CHURCH



APPLICATION FORM FOR AN APPOINTMENT

For the post of

Within the Tranmere Methodist Church, Circuit or District

CONFIDENTIAL

Please complete in black ink or black type and return the completed application form to: Anne Keggin

T.C.P.
1, Whitfield Street,
Tranmere
CH42 0LR

This is a post which requires the completion of the legal declaration attached on page 6 as well as page 7.

Title and Surname: (Block letters)
First Names:
National Insurance Number:
Permanent address:
Telephone Number: (a) Home (b) Work:
State of health: Are you aware of any condition which might affect the way in which you carry out the duties of this post?
If you do not have a British nationality and you are not a national of a country within the European Union, has the Home Office granted you permission to work in the United Kingdom?

EDUCATION AND TRAINING IN SECONDARY SCHOOL AND ANY FURTHER OR HIGHER EDUCATION (Continue on a separate sheet if necessary)

<u>Name of School or College</u>	<u>From</u>	<u>To</u>	<u>Details of Qualifications Gained</u>

OTHER RELEVANT TRAINING OR QULIFICATIONS

PLEASE LIST ANY INTERESTS AND HOBBIES WHICH YOU FOLLOW

EMPLOYMENT HISTORY

List your last five employers starting with your most recent. Please account for any gaps in employment.

<u>Employer</u>	<u>Position Held</u>	<u>From</u>	<u>To</u>	<u>Reason for Leaving</u>

What period of notice do you have to give to leave your present post?

REFERENCES-Please give address, phone number and/or E-Mail address

A Someone who knows you professionally or socially:

B Your present or most recent Employer:

One or more of your referees will be approached unless you request that any particular one should not be contacted.

Do you hold a current driving licence?

Do you hold a current mini-bus driving licence?

1. Why do you want to do this work? What particular qualities, experience and other attributes would you bring to the work?

THE METHODIST CHURCH
Lay Employment Advisory Information

SAFEGUARDING CHILDREN AND YOUNG PEOPLE IN THE CHURCH

Full Name: _____ Appointment _____

The Methodist Church is committed to providing a safe environment for children and young people in accordance with the Children Act 1989. Section 2 and subsections (i) and (ii) of Section 3 of Standing Order 010 provide that:

(2) Subject to the provisions of the Rehabilitation of Offenders Act 1974 (or any statutory modification or re-enactment thereof for the time being in force and any regulations or orders made or having effect there under)

(i) no person who has been convicted of or has received a formal caution from the police concerning an offence under the first Schedule to the Children and Young Persons Act 1933 shall undertake work with children and young persons in the life of the Church;

(ii) no person who has been convicted of or has received a formal caution from the police concerning sexual offences against children shall be appointed to office in the life of the Church.

(3) Clause (i) and sub-clause (ii) of clause (2) above shall apply to:

(i) appointment or re-appointment to any lay office in the Church by any Church court;

(ii) engagement under a contract or service by any district, circuit or local body of the Church;

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 (Exemptions) Order 1975. Applicants are therefore not entitled to withhold information about any convictions which for other purposes are "spent" under the provisions of the Act and in the event of employment any failure to disclose such convictions could result in dismissal or disciplinary action. Any information given will be completely confidential and will be considered only in relation to any applications for positions to which the Order applies.

Have you ever been convicted of any criminal offences? Yes No

If YES, please give details of all criminal offences (please continue on a separate sheet if necessary).

Signature: _____ Date: _____

I declare that all the information contained in this application is true, accurate and complete. I understand that if it is subsequently discovered that any statement is false or misleading, I may be dismissed from employment by any employing body within the Methodist Church.

Signature _____ Date _____

Date of Birth _____

How did you hear of the vacancy? Please specify: _____

THE METHODIST CHURCH

ETHNIC MONITORING

Ethnic origin refers to members of an ethnic group who share the same cultural background and identity.

The information sought below will be used for statistical purposes only and your assistance in completing this questionnaire will be appreciated.

NAME

Please place a tick against the category which best describes your ethnic origin:

- Asian or Asian British - Bangladeshi
- Asian or Asian British - Indian
- Asian or Asian British - Pakistani
- Asian or Asian British - any other Asian background
- Black or Black British - African
- Black or Black British - Caribbean
- Black or Black British - any other Black background
- Chinese
- Mixed - White and Asian
- Mixed - White and Black African
- Mixed - White and Black Caribbean
- Mixed - any other Mixed background
- White - British
- White - Irish
- White - any other White background
- Other