

## ***Childcare Assistant – Busy Bods at Ysgol Bodfari***

### **Details:**

Title \_\_\_\_\_ Forename(s) \_\_\_\_\_

Surname \_\_\_\_\_

Previous Surname (s) \_\_\_\_\_

National Insurance Number \_\_\_\_\_

### **Contact Details:**

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Tel: Home \_\_\_\_\_ Mobile \_\_\_\_\_

### **Driving Details:**

Do you hold a current driving licence: Yes ☐ No ☐

If yes, please state licence category: \_\_\_\_\_

### **Education and Training**

**Qualifications (including GCSEs and Further/Higher Education, eg, A Levels/NVQs , etc)**

**Please list qualifications in chronological order starting with most recent. Include Subject, Qualification Level (eg, GCSE/A Level), Qualification Date and Place of Learning.**

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## ***Childcare Assistant – Busy Bods at Ysgol Bodfari***

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**Additional Qualifications eg, professional qualifications such as First Aid.**

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### **Employment**

**Please state the details of your full employment history, starting with your current or the most recent first. If necessary please continue on separate sheet.**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Job Title: \_\_\_\_\_

Salary \_\_\_\_\_

Employment Start Date \_\_\_\_\_ Employment End Date \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Job Details: \_\_\_\_\_

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Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Salary \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Salary \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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**Notice Period:** \_\_\_\_\_

**(Please state the current notice period you would need to give to your current employer)**

**Supporting Statement: Please complete a Covering Letter**

In your covering letter, please outline the skills and experience you have gained through paid and/or voluntary employment and other work activities and interests which are relevant to your application for this vacancy. Please provide details that demonstrate how you meet the criteria outlined on the person specification.

**Information**

Rehabilitation of Offenders Act 1974 – under the provisions of this Act and the regulations you need not normally disclose details of any ‘spent’ convictions. However, as this is deemed to be a post that allows significant access to vulnerable groups, including children you will, if offered employment, be required to give your consent for Busy Bods to request a Disclosure Barring Service (DBS) check. Any information received will be taken into account in considering your suitability for employment. You must disclose all convictions, reprimands and warnings. Have you ever been convicted, cautioned, reprimanded or warned in relation to any criminal offence:

Answer:      Yes ☐      No ☐

If Yes please provide full details of each offence

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## ***Childcare Assistant – Busy Bods at Ysgol Bodfari***

### **References**

Please provide the names and addresses for **two references**. These should include at least one employer. If the applicant has just left further education or has not been employed in any capacity they can provide one referee from a senior member of staff from school, college or university and one character reference.

Name of Referee: \_\_\_\_\_

Referee Job Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Tel: \_\_\_\_\_

Name of Referee: \_\_\_\_\_

Referee Job Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Tel: \_\_\_\_\_

### **Welsh Language**

**Please answer Yes or No and if Yes, please indicate level (Beginner/Basic/Fluent)**

Do you speak Welsh? \_\_\_\_\_

Can you listen to/understand Welsh? \_\_\_\_\_

Can you read Welsh? \_\_\_\_\_

Can you write in Welsh? \_\_\_\_\_

***Thank you for taking the time to complete this application***

***Please contact Busy Bods on 01745 710329 if you need any advice on completion***

***Please submit your application by midday on Thursday 15<sup>th</sup> July***