



Ayr Housing Aid Centre scio

South Ayrshire Independent Housing Information, Advice, Advocacy and Engagement Services

7 York Street, Ayr KA8 8AN

Tel: (01292) 288111

Text & WhatsApp Advice: 07549 603895

Website: www.ayrhousingaidcentre.com

E-mail: info@ayrhousingaidcentre.com

Chief Executive Officer: Suzanne Slavin BSc (Open)

CONFIDENTIAL

AN EQUAL OPPORTUNITIES EMPLOYER

APPLICATION FORM FOR POST OF:-

SECTION A

PERSONAL DETAILS
Full Name:
Any previous names by which you have been known:
Email:
Telephone:
Address:
Postcode:
How long have you lived at the above address?
If less than 12 months, please give your previous address (including postcode):
Do you have a current Driving Licence? YES/NO
Have you completed or are working towards relevant qualifications?
Do you have a PVG membership or a Disclosure certificate? If so, please give details:

SECTION B

PRESENT/MOST RECENT POST
Name and address of Employer/Volunteer Organisation:
Post held/Summary of role and responsibilities:
Dates employed/volunteered:
Salary if applicable:
Please give reason for leaving or why wanting to leave:

PREVIOUS EXPERIENCE

NAME AND ADDRESS OF EMPLOYER:	START & END DATES	POST HELD, SUMMARY ROLE, RESPONSIBILITIES, SKILLS USED:

SECTION C

Please give details of any previous experience you may have of working with vulnerable adults/Service Users/homeless people, and skills you can bring into this role and to the Centre.

SECTION D

Please give details of any relevant qualifications, training and/or personal qualities which you feel equip you to perform well in this role.

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SECTION E

SUPPORT STATEMENT

Please state why you are applying for this post, and give some specific examples that illustrate your experience relevant to the job spec and to the role

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SECTION F

INTERVIEW ARRANGEMENTS & AVAILABILITY

If you have a disability, please tell us if there are any reasonable adjustments we can make to help you in your application or with our recruitment process

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Are there any dates when you will not be available?

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When could you start working for us?

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RIGHT TO WORK IN THE UK

Do you need a work permit to work in the UK?

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SECTION G

REFEREES	
Please give the name and contact details of 2 suitable referees. At least one should have knowledge of any previous work you may have undertaken in a professional capacity e.g. Supervisor/Manager.	
Please tick the box if you have any objections to a referee being contacted prior to interview ☐	
REFEREE 1	
Name:	Designation:
Address (including postcode):	Email:
	Telephone:
In what capacity do you know this person (Manager/Supervisor, etc)?	
REFEREE 2	
Name:	Designation:
Address (including postcode):	Email:
	Telephone:
In what capacity do you know this person (friend, colleague, etc)?	

SECTION H

CANDIDATES DECLARATION	
I confirm that all information in this form is, to my knowledge, correct. I accept that false information or omission may lead directly to dismissal without notice; and that canvassing of members of the Council/Centre, directly or indirectly in connection with this post will disqualify me.	
Signature..... Date.....	

PLEASE RETURN:-

3 Forms – (Application, Equal Opportunities Monitoring and Self Declaration) to:-

management@ayrhousingaidcentre.com

The information you give us in this form will be treated in the strictest confidence and complies with our GPDR & data protection policy and procedures.