



JEM CHILDCARE SOLUTIONS - Personal Details

We are committed to a policy of equal opportunities for all work-seekers and shall adhere to such policy at all times and review on an ongoing basis all aspects of recruitment to avoid unlawful or undesirable discrimination. We will treat everyone equally, irrespective of sex, sexual orientation, marital status, age, disability, race, colour, ethnic or national origin, religion, political beliefs or membership or non-membership of a trade union and we place an obligation upon all staff to respect and act in accordance with this policy. We shall not discriminate unlawfully when deciding which candidate/temporary worker is submitted for a job or assignment, or in any terms of employment or terms of engagement for temporary workers. We will ensure that each candidate is assessed only in accordance with the candidate's merits, qualifications and ability to perform the relevant duties required by a particular vacancy

Title: **First name:** **Surname:**

Address:

Postcode: **Email Address:**

Home Tel: **Mobile Tel:**

Date of Birth: **Driving Licence:** **Car Owner:**

Job type: (Nursery / Family): **Preferred locations to work:**

Positions sought: Permanent: Temporary: Full Time: Part-time:

Current role:

Job Role sought:

Min. salary required (p.a.): **Min. temporary rate required (per hour):**

Special Requirements:

Right to work in UK?
If yes, which is applicable: 1. British or EU citizen: 2. Visa entry clearance giving right to work

3. Work Permit issued to current employer. **Nationality:**

Work permit required: **Work permit valid until:**

National Insurance Number:

Passport no: **Passport expiry date:** **Country of passport:**

CRB disclosure no: **CRB issue date:**

Unspent criminal convictions? If yes, state convictions and dates

(NB Certain types of employment and professions are exempt from the Rehabilitation of Offenders Act 1974 and in those cases particularly where the employment is sought in relation to positions involving working with children or vulnerable adults, details of all criminal convictions must be given. The information given will be treated in the strictest of confidence and only taken into account where, in the reasonable opinion of JEM Childcare Solutions the offence is relevant to the post to which you are applying. Failure to declare a conviction may require us to exclude you from our register or terminate an assignment if the offence is not declared but later comes to light).



PLEASE GIVE DETAILS OF YOUR CURRENT/LAST EMPLOYER AND COVER YOUR EMPLOYMENT OVER THE LAST FIVE YEARS; (Giving explanations for any gaps in your employment)

Name of present employer:

Contact name:

Telephone:

Address:

Job Title:

Date from:

Date to:

Summary of duties:

Reasons for Leaving:

2. Name of previous employer:

Contact name:

Telephone:

Address:

Job Title:

Date from:

Date to:

Summary of duties:

Reasons for Leaving:

3. Name previous employer:

Contact name:

Telephone:

Address:

Job Title:

Date from:

Date to:

Summary of duties:

Reasons for Leaving:



Qualifications and Skills

Qualification or Skill	Grade/result	Date obtained	School/College
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Please give us a profile of yourself, listing **any** special knowledge, qualifications, training, experience (including voluntary experience), abilities and skills you have attained which will support your application.

Please provide a description of your personality:

Describe your strengths:

Describe your weaknesses:

Describe your ideal role:

Please give any extra information you feel may help us:



JEM Childcare Solutions requires the names and contact details of **two employment referees**, one of whom must be your current or most recent line manager or tutor in the case of college or school leavers.

They must not be relatives:

Name:

Company:

Address:

Tele No:

Mobile No:

Position in Company:

Email:

May we contact before Interview:

Any further relevant information

Name:

Company:

Address:

Tele No:

Mobile No:

Position in Company:

Email:

May we contact before Interview:

Any further relevant information

References



I hereby confirm that the information given is true and correct;

I consent to:

- my personal data being included on a computerised database and to its use in order to secure me employment/temporary assignments/contracts;
- my CV and other personal data being transferred to clients via electronic mail and I understand the risk of my CV being unintentionally altered during this process;
- References being passed onto potential employers;
- The checking of information collected with third parties or with other information held by **JEM Childcare Solutions**;
- **JEM Childcare Solutions** passing information to certain third parties to present or detect crime, to protect public funds or in any other way permitted or required by law.
- I enclose payment for £50.00 for CRB Enhanced Disclosure.

If, during the course of a temporary assignment, the Client wishes to employ me direct, I acknowledge that **JEM Childcare Solutions** will be entitled either to charge the Client an introduction transfer fee, or to agree an extension of the hiring period with the Client (after which I may be employed by the Client without further charge being applicable to the Client).

Signed by Candidate: _____

Name: _____

PLEASE PRINT NAME

Date: _____

Signature when Interviewed by Consultant:

Date: _____

