

SIPS

EDUCATION



EMPLOYER RECOGNITION SCHEME

BRONZE AWARD

Proudly supporting those who serve.



**Employment
application**

SIPS Limited

Job Title

Closing Date

Reference Number

Please note : Application Forms received
after the closing date will not be accepted

Your Contact Information

Title

First Name (s)

Surname

Phone - home

Phone - mobile

Address

E-mail address

Where did you hear about this vacancy?

Employment History

Current or most recent employer	Job Title
From:	To:
Address of Employer	
Brief details of duties and responsibilities (no more than 150 words please)	
Salary	Reason for leaving
Notice period required	

Employer	Job Title
From:	To:
Address of employer	
Brief details of duties and responsibilities (no more than 150 words please)	

Salary	Reason for leaving
Notice period required	

Employer

Job Title

From:

To:

Address of
employer

Brief details of duties and responsibilities (no more than 150 words please)

Salary

Reason for leaving

Notice period required

Employer

Job Title

From:

To:

Address of
employer

Brief details of duties and responsibilities (no more than 150 words please)

Salary

Reason for leaving

Notice period required

Qualifications

Name of School/College /
University

Subject Level

Date of
Completion

Result

Training Undertaken

Course Title

Result and awarding
body

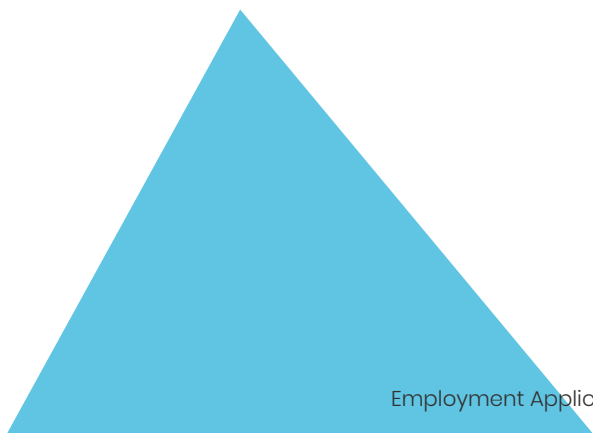
Completion date

**Have you previously worked
for SIPS education?**

YES No

Please note : If you have been previously employed by SIPS Education, the service area in which you worked will be asked to confirm details of your previous employment, including your reason for leaving.

Please review the Job Description and Personnel Specification, and indicate by means of examples how you are capable of carrying out the duties of the job as listed. You may give examples from your experience in employment, education, voluntary work or personal life. (A continuation sheet is below if you require additional space)



Rehabilitation of Offenders Act 1974

All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974. However, amendments to the Exceptions Order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website or see here. <http://www.gov.uk/government/publications/dbs-filtering-guidance/dbs-filtering-guide>

Shortlist candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of the Interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure & Barring Service before your appointment is confirmed.

Online Search

An online search will be undertaken on all shortlisted candidates. This search does not form part of the shortlisting process and you will have the opportunity to discuss any issues of concern that may arise during the interview.

I hereby consent to SIPS Education Ltd and relevant organisations processing and retaining the data contained within this form for recruitment, selection and employment related purposes only. I declare that all statements I make in this application are true and, to the best of my knowledge and belief, that I have not withheld any relevant information. I understand that if I have made any false statements or omitted any information, I am liable to have my application rejected, or if appointed, liable to be dismissed. I understand that any offer of employment is subject to satisfactory pre-employment checks being received. (Please note application forms submitted electronically /online will require to be signed should you progress to the next stage of the process).

Signed

Date

SIPS Education Limited is a Disability Confident Committed employer and encourages applications from disabled people. If you inform us that you are disabled and meet the minimum criteria for the job you will be offered an interview. Data Protection This information will be processed and stored for the purpose of recruitment and employment with SIPS Education Ltd. All personal and sensitive information will be processed in accordance with the Data Protection Act 1998 and GDPR 2018. It is your responsibility to notify SIPS of any changes to your personal information that we hold about you. For more information on our procedures, and what we do with your data, please refer to a copy of our Privacy Notice. For any other enquiry relating to Data Protection matters, including Subject Access Requests, please contact the Data Protection Officer – gdpr@sips.co.uk