



Wythenshawe Foodbank  
The Enterprise Centre  
34 Benchill Rd  
M22 8LF  
T 07410 943950  
E [info@wythenshawe.foodbank.org.uk](mailto:info@wythenshawe.foodbank.org.uk)  
[www.wythenshawe.foodbank.org.uk](http://www.wythenshawe.foodbank.org.uk)

## Application for Employment

Please complete this form and send it, along with your CV and a covering letter explaining why you feel you would be suitable for the role, to [jobs@wythenshawe.foodbank.org.uk](mailto:jobs@wythenshawe.foodbank.org.uk) Alternatively, completed paper copies may be sent to the above address, but hand-delivered applications will not be accepted.

Role applied for: \_\_\_\_\_

### Personal details

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

First names: \_\_\_\_\_

Surname: \_\_\_\_\_

Known as: \_\_\_\_\_

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

Postcode: \_\_\_\_\_

Tel. no: \_\_\_\_\_ Mobile: \_\_\_\_\_

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

Do you have the right to work in the UK? YES  NO  If no, please give details:



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**Employment details**

Current employer: \_\_\_\_\_

Position in organisation: \_\_\_\_\_

**Please give a brief outline of the responsibilities associated with your role:**

Length of notice required: \_\_\_\_\_

**Explain your interest in the advertised position and give details of any relevant experience:** *please continue on an extra sheet of paper if necessary.*

### **Criminal convictions**

Applications from ex-offenders are welcomed and will be considered on their merit. Convictions that are irrelevant to this job will not be taken into account. You are required to disclose any convictions, which are not 'spent' by virtue of the Rehabilitation of Offenders Act 1974.

Have you been convicted of a criminal offence, which is not spent, as defined in the above Act?

YES  NO

If yes, please give details of date(s), offence(s) and sentence(s) passed:

The Rehabilitation of Offenders Act does not apply to certain specified professions, nor does it apply to posts which involve contact with children, young people or vulnerable adults. In any of these cases you should state all past convictions, including any that are spent, giving details of date(s), offence(s) and sentence(s) passed:

Please also confirm that you are not listed on either of the following (as appropriate):

I confirm that I am not listed on the children's barred list.

OR

I confirm that I am not listed on the adults' barred list.

AND

I declare that I have no past convictions, cautions or bind-overs and no pending cases affecting why I might be considered unsuitable to work with children/vulnerable adults.

*The information you provide will be treated as strictly confidential and will be considered only in relation to the job for which you are applying.*

### **References**

Please give details of two people who are prepared to provide you with a reference, one of which must be academic or employment-related, the other personal (but not a friend or relative). If this is not possible, please provide two personal references.



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**Referee 1**

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

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

Tel. no: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Referee 2**

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

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

Tel. no: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

**How did you hear about this position?**

Foodbank employee

Email

Foodbank website  
Church

Word of mouth

Friend or family member

Other: \_\_\_\_\_

**Data protection statement**

Information from this application may be processed for purposes permitted under the General Data Protection Regulation. Individuals have, on written request, the right of access to personal data held about them.

Wythenshawe Foodbank treats personal data collected during the recruitment process in accordance with its Data Protection Policy. Information about how your data is used and the basis for processing your data is provided in our privacy statement.

**Declaration**





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I confirm that the above information is complete and correct and that any untrue or misleading information will give Wythenshawe Foodbank the right to terminate any employment offered. I understand that any offer of employment is subject to Wythenshawe Foodbank being satisfied with the result of a series of relevant checks including references, eligibility to work in the UK, criminal convictions, probationary period and a medical report (in line with the operation of the Equality Act 2010).

Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print name: \_\_\_\_\_

