

Ridgeline Trust Application for Employment

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| --- | --- |
| Surname: |  |
| Fore-Names: |  |
| Post Title: | Senior Horticultural Therapist |

## Your Personal Details

|  |  |
| --- | --- |
| Address:  |  |
|  |  |  |
| Postcode: |  |  |
| Tel (Home): |  | Mobile: |
| Email: |  |

## Qualifications gained at School

## Your Further or Higher Education

Please give details of any certificate, HNC, HND degree or diploma,

Current Membership of Professional Bodies

## Training Courses attended which may be relevant to this application

|  |  |  |
| --- | --- | --- |
| Course Provider | Description of Course(including main subject covered) | Date Awarded |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## Current Employment (or most recent)

|  |  |  |  |
| --- | --- | --- | --- |
| Name & Address of Employer  | Job Title | Dates | Notice Required |
|  |
| From  | To |
|  |  |  |  |

Please give details of your present duties/responsibilities using supplementary sheet (s) if required. Please ensure you put your name (surname and initials) on any separate sheets used.

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## Previous Employment

List in order with most recent employer first. Please use supplementary sheet(s) if required

|  |  |  |  |
| --- | --- | --- | --- |
| Name & Address of Employer | Job Title and Brief Description of Duties | Dates | Reason for Leaving |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Other Previous Experience (unpaid)

Please give details of any unpaid or voluntary experience relevant to this post

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## Skills and General Information

Please give details of the skills which you have which are relevant to this post

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## Driving Licence

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Do you hold a current driving licence? |  | Full |  | Provisional |  | No |

## Leisure Activities or Interests

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| --- |
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## Referees

Please provide details of two referees. If you are currently in employment, at least one must represent your present employer. References are normally taken up if you are short-listed for interview. Please tick the box if you do not wish contact to be made with a referee prior to an interview being held. After interview, if Ridgeline is considering offering you an appointment, referees will be contacted.

|  |  |  |  |
| --- | --- | --- | --- |
| Contact Name & Occupation | Address(including Postcode) | Email address | Tick if NO Contact to be made prior to interview |
|  |  |  |  |
|  |  |  |  |

## Other Details

|  |
| --- |
| If successful in your application for this post, how soon would you be able to start? |
| Have you ever been convicted of a criminal offence? |
| If yes, please give details. |

## Personal Statement

Please use the rest of this sheet (and any additional sheets if you wish) to tell us why you are interested in taking up this post at Ridgeline, including what you hope to gain and what you hope to bring to the community.

## Declaration

IMPORTANT (Please read carefully before signing)

I certify that all statements given above by me on this form are true and correct to the best of my knowledge, I realise that if I am employed and it is found that information I have provided here or in any other documents associated with the recruitment and selection process are false, or that I have withheld information, I am liable to dismissal without notice.

Signed: ……………………….............................…… Date: ……………………………

## Returning your Application

Completed Application forms should be emailed to sara@ridgelinetrust.org.uk