**THORNHILL COLLEGE**

**CULMORE ROAD, DERRY BT48 8JF**

**A P P L I C A T I O N F O R M**

**CATERING ASSISTANTS/SCHOOL MEALS KITCHEN (Permanent/Term-Time) (Ref: CA/2021)**

**(Posts vary from 15-25hrs per day) (incl 30min lunch break)**

**NAME (Mr/Mrs/Miss)**

**ADDRESS**

**Mob No:**  **Email Address:**

**Maiden Name:**  **National Insurance No:**

**Schools/Colleges Attended:**

**Qualifications:**

**Previous Positions:**

**Further Information in support of Application:**

**Names & Addresses of two referees:**

**Name:**  **Name:**

**Address:**   **Address:**

**Email:**   **Email:**

**Tele:**   **Tele:**

**CHILD PROTECTION**

|  |  |  |
| --- | --- | --- |
| **Please note that this post may involve “regulated activity” as defined under Safeguarding Vulnerable Groups (NI) Order 2007.****Is there any reason why you would not be suitable to work with young people/children in an educational setting?** | **YES** | **NO** |
| **Are there any gaps in your employment history?** | **YES** | **NO** |
| If you have answered YES, please account for any gaps in employment. |

**CRIMINAL RECORD**

|  |  |  |
| --- | --- | --- |
| **Have you ever been convicted of any criminal offence?** | **YES** | **NO** |
| **If Yes, please give details** (include nature of offence and sentence) |
| **NOTE: This post is (or may be) exempt from the provisions of the Rehabilitations of Offenders (Exceptions) Order 1979. You are therefore not entitled to withhold information about convictions, under the provisions of the order. Any failure to disclose such convictions could lead to disqualification or dismissal. Any information given will be used in connection with posts to which the order applies.** |
| **I am not suffering from any disability which would prevent me from carrying out the duties of this post.****The foregoing particulars are complete and correct to the best of my knowledge and belief.** |
| **Usual signature of candidate:** |  |
| **Date:** |  |
| **Please ensure that you have addressed the criteria listed in the job advertisement.****A candidate found to have knowingly given false information, or to have suppressed any material fact will be liable to disqualification, or if appointed, to dismissal.****CANVASSING WILL DISQUALIFY****WE ARE AN EQUAL OPPORTUNITY EMPLOYER** |
| **This form should be returned electronically to:** | smillar831@c2kni.net |
| **CLOSING DATE:** | **12 noon, Friday 12th November 2021** |

|  |
| --- |
| **PRIVATE AND CONFIDENTIAL****EMPLOYEE MONITORING FORM****DO NOT SEPARATE THIS QUESTIONNNAIRE FROM THE APPLICATON FORM****THORNHILL COLLEGE IS AN EQUAL OPPORTUNITY EMPLOYER** |
| The Board of Governors of Thornhill College is committed to equality of opportunity for all applicants regardless of their gender, marital status, disability or race.The Board of Governors selects those eligible and suitable for employment and advancement solely on the basis of merit and is monitoring its activities to ensure that its equal opportunities policy is implemented effectively.The monitoring of activities compares the recruitment and career progression of job applicants. Your co-operation in completing the section below would assist the Board of Governors in working towards equality of opportunity. |

**PART 1**

**Please complete the following:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Post Title**: | **Catering Assistants / School Meals Kitchen** |  | **DOB:** |  |  |  |
|  |
| **National Insurance No:** |  |  |  |  |  |  |  |  |  |  | **TR NO:** | (if applicable) |

**PART 2**

**Please tick boxes as appropriate:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Marital Status:** | Single |  |  | Married |  |  | Other |  |
|  |
| **Gender:** | Male |  |  | Female |  |  |  |  |
|  |
| **Family Status:** | No Caring Responsibilities |  |  | Care for Other Relatives |  |
|  |
|  | Care for Children |  |  | Other |  |
| **I am a member of the:** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Roman Catholic community: |  | Protestant community: |  | Neither Protestant nor Roman Catholic: |  |

|  |
| --- |
| **PART 3** |
| **Have you any mental or physical disability as defined below:** | **Yes** |  |  | **No** |  |
| “A person has a disability if he/she has a physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day to day activities” (Disability Discrimination Act 1995) |
| **PART 4** |
| **Ethnic Origin:** | White |  |  | Indian |  | Chinese |  | Member of Irish Travelling Community |  |
|  |
|  | Pakistani/Bangladeshi |  | Afro-Caribbean |  |  | Other |  |
|  |
| Access to the information you provide will be strictly controlled and will not be available to any other persons. Monitoring will be by the use of statistical summaries of information in which the identity of individuals will not appear. The information will not be available for any purpose other than equal opportunities monitoring. |
| **This sheet will be removed from your application form in the School and used for the above monitoring purposes only.** |