

**Arun Sunshine Group**  
**APPLICATION FORM FOR POST OF**  
**Assistant Sessions Worker**

NAME:

ADDRESS:

TELEPHONE:

WHEN IS THE BEST TIME TO REACH YOU?

***PLEASE NOTE THAT ADDITIONAL MATERIAL, SUCH AS C.V.s IS NOT ACCEPTED  
AND WILL NOT BE CONSIDERED IN THE SHORTLISTING PROCESS.***

**REFEREES**

*Please note: It is your responsibility to check that your referees are in agreement in giving their details to an organisation for the purposes of giving a reference. References will only be sought for the successful candidate.*

**Referee 1**

NAME:

POSITION:

ADDRESS:

TELEPHONE NO:

**Referee 2**

NAME:

POSITION:

ADDRESS:

TELEPHONE NO:

## EDUCATION AND WORK HISTORY

You should list schools and colleges that you have been to, the courses you did and / or qualifications gained there in addition to all the jobs you have done. List paid and voluntary, full-time and part-time work. Give brief details of what you did in each job. Start with your last secondary school and finish with your current or most recent job. If there are any gaps due to unemployment, just write “*unemployed*” – you will not be discriminated against because of this. [*You may continue on a separate sheet of paper if necessary*]

## **PERSONAL ATTRIBUTES**

Please describe here why you believe that you have the attributes detailed on the person specification.  
*[You may continue on a separate sheet of paper if necessary]*

## PERSONAL ATTRIBUTES (continued)

### OTHER INFORMATION

What activities outside work interest you? (State any positions held you consider relevant)

Do you hold a current driving licence?      Yes / No

Do you own a car?      Yes / No

### The Equality Act 2010

Are there any adjustments which you think we could make to overcome a disability in relation to the essential requirements of this job?

If yes, please provide further details.

Yes / No

**Rehabilitation of Offenders Act 1974** (Please declare any relevant convictions)

**PLEASE NOTE THE SUCCESSFUL CANDIDATE WILL HAVE TO UNDERGO  
A DISCLOSURE AND BARING (DBS) CHECK**

### DECLARATION

I declare that, to the best of my knowledge, the information given on this form is true and understand that a false statement may result in any subsequent employment contract being terminated.

**SIGNATURE**

**DATE**

**Please return your completed application form to:  
Terence Elderfield  
Chair, Arun Sunshine Group, C/O 85 Colebrook Road  
Wick, Littlehampton, West Sussex BN17 7NU**

**The closing date for applications is 5 pm, Friday 9th March 2018  
Interviews for the position are to be held on Monday 19th March 2018**