



Casual Workers Application Form

Please read the enclosed
Guidance Notes before
completing this application form

Type of casual work applied for:

Personal Details

Last Name		First Name	
Address		Telephone (home)	
		Telephone (work)	
Postcode		Mobile	
Email address			
Are you a resident of Nottingham City?	Yes	No	
If you are a city resident and your application is unsuccessful, would you like us to contact you via email with details of further opportunities?	Yes	No	
Are you eligible to work in the UK?	Yes	No	
National Insurance Number			
Referee Details – References will be sought if you are successful in your application.			
First Referee (current or last employer)		Second Referee	
Name and address		Name and address	
Telephone Number:		Telephone Number:	
Email Address:		Email Address:	
How do they know you?		How do they know you?	

Previous employment (most recent first and including any temporary, unpaid or voluntary work experience).
The reason for leaving must be stated in every case.

Please give details of all jobs held; including paid and unpaid work, up to a minimum of 10 years, starting with your current or most recent post.

Date from (D/M/Y)	Date to (D/M/Y)	Employer	Job	Salary	Reason for leaving

Education/Training (only if relevant to the requirements on the person specification). Please note you may be required to produce original documents.

Date From	Date To	Schools, Colleges attended – including part time	Qualifications gained or pending – please state subject and level	Grade

Attendance at training courses relevant to the casual work applied for

Organising Body	Course Title	Duration	Date

<p>Type of work preferred (i.e. evenings, days, weekends):</p>
<p>Days / times you are not available for work:</p>
<p>Any other experience you feel may be relevant (you may draw on your knowledge, skills and experience, etc gained from paid work, training, domestic responsibilities, education, leisure interests and voluntary activities which may be relevant to the casual work applied for):</p>

Rehabilitation of Offenders Act (1974)

Please read the guidance notes before completing this section. If this post **is** exempt from the Rehabilitation of Offenders Act (this is clarified on the person specification) please fully complete the question below.

Do you have any convictions that are either “spent” or “unspent”? Yes No

Please provide details of offences/dates and sentences, including details of cautions and reprimands, even if they are spent

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Other

Are you related to any Councillors or employees of Nottingham City Council? If so please state name, position and relationship.	
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Confidentiality, Security and Disclosure

You are advised that information given relating to current or previous employment, educational or professional qualifications and spent or unspent convictions may be checked with the appropriate persons or bodies before being offered casual work.

Declaration

I confirm that the information provided above is both accurate and complete. I understand that any false claim may lead to my application for casual work being rejected. If a discrepancy comes to light at a later date, I understand that this may lead to further action being taken which may lead to any offer of casual work being withdrawn.

Signed:

Date:

Nottingham City Council

