**APPLICATION FOR EMPLOYMENT**

**Please complete ALL sections of this form in black ink or type. If you wish to receive the application in an alternative format, please contact** [**hr@cheshireandwarrington.com**](mailto:hr@cheshireandwarrington.com)

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| **Position applied for:** |  |
| **Closing date:** |  |

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| **PERSONAL DETAILS** | | |
| First name(s): |  | |
| Surname: |  | |
| Telephone numbers: | Daytime: |  |
| Mobile: |  |
| Email address: |  | |
| Correspondence Address: |  | |

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| **RIGHT TO WORK IN THE UK** | |
| Are you legally entitled to work in the UK? | Yes/No |
| *We will require evidence of this prior to commencing employment* | |

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| **DIVERSITY AND EQUAL OPPORTUNITIES** |
| ECW is committed to the principle of appointments on merit with independent assessment, openness and fairness of process and to providing equal opportunities for all.  Applications are welcome from all, but we particularly encourage applications from women, people from an ethnic minority, people with disabilities and other underrepresented or socially disadvantaged groups. Both UK nationals and international candidates are encouraged to apply.  We work with Government Departments, Local Authorities, Search Firms and agencies to ensure we have the capacity to attract the widest field of candidates and to make the best possible appointments. All applicants are asked to complete an anonymised Diversity Monitoring Form used for data gathering information only in order to ensure we are recruiting from the widest possible pool. <https://forms.office.com/r/FdPHTT85EQ>  Ultimately, we want your experience of applying for a role within our organisation to be a positive one. To help us achieve this, please let us know if you require any reasonable adjustments for the interview and selection process to enable us to meet your needs. |
| Reasonable Adjustments: |

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| **POLITICAL OR ACTUAL CONFLICTS OF INTEREST** |
| If you or a family member have any personal or business interest or potential conflict of interest with the activities of ECW you will be expected to declare this.  As a wholly owned Local Authority company with the use of public funds, this means you will also be required to uphold the standards of conduct established by the Committee of Standards in Public Life, also known as the Nolan Principles (please see last page).  Please give details in the box below of any business or other interests or any personal connections which, if you were appointed, could present a conflict of interest holding this role. These could include financial interests or share ownership, membership of societies, activities, associations or employment of a partner or friend in the particular field in which the public body operates.  Any potential or actual conflicts of interest detailed here will not prevent you going forward to interview but may, if appropriate, be explored with you during your interview to establish how you would address the issue(s) should you be successful in your application.  If there are no potential conflicts of interest, please write **‘none’** |
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| **POLITICAL ACTIVITY DECLARATION** |
| Have you undertaken any political activity for a political party in the past five years?  ☐ No  ☐ Yes  If ‘Yes’, please indicate the activity undertaken and for which party/parties:  Party/Parties:  ☐ held office  ☐ public speaking  ☐ stood for election  ☐ made donations to a party. If so, please state how much:  ☐ any other political activity. If so, please specify­­­ the activity:  I |

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| **PERSONAL STATEMENT** |
| You are invited to write a personal statement. Please read the job description and person specification carefully and use this section to outline how your skills and experience meet the essential criteria of the post as shortlisting will be based on how closely you match the criteria required for the role. Please do not exceed 2 pages. |
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| **CONFIRMATION OF DECLARATION** |
| I confirm that the information provided in this application is accurate to the best of my knowledge. I understand that my application may be rejected, any offer of employment withdrawn or any contract of employment terminated for withholding relevant details or giving false information. |
| Signature: |
| Date: |
| **If sending this form electronically then by submitting it you are agreeing to the ‘Confirmation of Declaration’ and agreeing that all of the information on this form is accurate.** |

***Please return your completed application form and CV to:***

*HR Department, Enterprise Cheshire and Warrington, Wyvern House, The Drumber, Winsford, Cheshire, CW7 1AH or alternatively by email to* [*hr@cheshireandwarrington.com*](mailto:hr@cheshireandwarrington.com)