

Application Form

Personal Assistant Application Form

Please complete the form below to apply for a Personal Assistant job

Applying for a Job

Job Reference

Please enclose a copy of your current CV

Personal Details

Title *

First Name(s) *

Last Name *

Date of Birth *

National Insurance No. *

Address

Address (Line 1) *

Address (Line 2)

Address (Line 3)

Town *

County *

Post Code *

Contact Details

Email *

Home Telephone

Mobile Telephone

About You

What gender are you? *

Male Female Non-Binary Other

Are you a smoker? *

Yes No

Do you hold a Full Driving License? *

Yes No

Do you have access to a car? *

Yes No

Are you DBS checked? *

Yes No

How did you hear about us? *

Ethnicity

Spoken Languages *

First

Second

Other

Training

What Qualifications do you have? *

- Delivering Dignity and Safeguarding
- Emergency First Aid
- Food Safety Level 2
- Introduction to Dementia and Sensory Impairment
- Manual Handling
- PA Medication Awareness
- Skin Bundle/Personal Care/ACT Briefing
- Other

Specialisms

What areas of work are you interested in? *

- Children and Young People
- Learning and Disability
- Mental Health Condition
- Older People
- Physical Disability

Personal Statement

Please use this space to tell us about yourself. (You, your hobbies, interests and anything else you think may be relevant)*

Please use this space to tell us about your employment history.*

References

Referee 1 (Current / Previous Employer) *

First Name(s) *

Last Name *

Address (Line 1) *

Address (Line 2)

Address (Line 3)

Town *

Country *

Postcode *

Email *

Telephone *

Relationship *

References (continued)

Referee 2 (Non-Employer) *

First Name(s) *

Last Name *

Address (Line 1) *

Address (Line 2)

Address (Line 3)

Town *

Country *

Postcode *

Email *

Telephone *

Relationship *

Declaration

I agree to the Direct Payment Support Services keeping my name, address and all the details provided below on the PA Database. The information will be held by Ceredigion Council for 1 year and then deleted unless I contact Ceredigion Council and request it is removed before this.

I understand my information may be shared with people who are looking to employ a Personal Assistant in Ceredigion and that people will contact me directly.

Please note Ceredigion County Council is advertising on behalf of an individual employer. You will be an employee of the Direct Payment Recipient and not of Ceredigion County Council.

I declare that the information set out in this application for is true in all respects.

Signed

Date

Please email your completed application form and CV to TU_DP@ceredigion.gov.uk

Alternatively, you can post your completed application form along with your CV to:

Ceredigion Direct Payments Support Services
Ceredigion County Council
Canolfan Rheidol
Rhodfa Padarn
Llanbadarn Fawr
Aberystwyth
Ceredigion
SY23 3UE