



Volunteer Application Form

Position applying for:	
Job title	

Personal details			
Title		Surname	
Forename(s)		Telephone	
Address		Email	

[illegible][illegible]

Present or most recent employment

Employer's name			
Employer's address			
Telephone		Type of organisation	
Job title			
Date started in post		Date left	
Notice period required		Reason for leaving	
Describe your main duties and responsibilities in this job (max. 200 words)			

Past employment

Please give details of all your previous work experience, putting the most recent first. Include any voluntary or unpaid work. (Please add extra sections if necessary by cutting and pasting)

Employer's name				
Dates Employed (mm/yy)	From:		To:	
Job title				
Brief outline of duties (max. 100 words)				
Reason(s) for leaving				

Employer's name				
Dates Employed (mm/yy)	From:		To:	
Job title				
Brief outline of duties (max. 100 words)				
Reason(s) for leaving				

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Reason(s) for leaving			
Employer's name			
Dates Employed (mm/yy)	From:		To:
Job title			
Brief outline of duties (max. 100 words)			
Reason(s) for leaving			

Personal statement in support of this application

After reading the volunteer role description, person specification and competencies attached to the role, please give us any information supporting your application; tell us why you are applying for the post and provide evidence of any educational, employment and extracurricular activities which demonstrate that you have relevant skills for the role.

(Max. 500 words)

Sundry information

Do you require a work permit?	Y / N
Do you hold a current full driving licence?	Y / N
Please give details of any current driving convictions:	
Do you have access to your own vehicle?	Y / N
Are you related to or do you have a personal relationship with any employee of Oasis?	Y / N

If you have any criminal convictions, please give details below, this should exclude any spent convictions under Section 4(2) of the Rehabilitation of Offenders Act 1974, unless the job for which you are applying involves working with vulnerable adults or children in which case cautions, bindovers, pending prosecutions, spent and unspent convictions must be declared. The recruitment process will be subject to an Enhanced Disclosure & Barring Service check.

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I heard about the volunteer role through:	Please give details:
Advertisement	<input type="checkbox"/>
Website	<input type="checkbox"/>
Job Centre	<input type="checkbox"/>
Word of mouth	<input type="checkbox"/>
Other source	<input type="checkbox"/>

Interests
Please list your interests outside of work including hobbies, interests, committees, group memberships etc.

Declaration				
<p>I hereby declare that, to the best of my knowledge, all the information given by me is correct and that I possess all the qualifications I have listed on this form. I confirm that I do not object to the information collected on this form being transferred onto computer for the purpose of anonymous statistical reporting, in accordance with statutory requirements, and to assist Oasis in equal opportunities monitoring in respect of job applications. I agree that Oasis has the right to validate any of the information provided.</p> <p>I understand that any false statements could result in an end to any volunteering opportunity. I confirm that I am legally eligible to work in the United Kingdom.</p>				
<table border="0"> <tr> <td>Signature:</td> <td> </td> <td>Date:</td> <td> </td> </tr> </table>	Signature:		Date:	
Signature:		Date:		

Note: either a signature or typed name indicates adherence to the above declaration

Data protection
<p>In accordance with the Data Protection Act 1998, the information provided on this form will be used in the recruitment and selection process and may be disclosed to all those who need to see it. It will also form the basis of the confidential personnel record of the successful candidate. In the case of unsuccessful candidates the application form will be destroyed after six months.</p>
References
<p>Please give the names and contact details of two referees. Whilst we can accept personal references for volunteers we cannot accept family members. It is helpful if references can be</p>

given from employment, voluntary work or school groups and committees prior to personal references.

Referee 1		Referee 2	
this should be your current or most recent line manager if possible			
Name		Name	
Job Title		Job Title	
Address		Address	
Telephone		Telephone	
Email		Email	
Contact before interview?	Y / N	Contact before interview?	Y / N

Application notes

The questions on this form have been designed to gain the information we need to assess your application against the person and role specification for this post. Please do not include a general CV. This request is made in order to ensure that in assessing your and other applications received, we comply with our equal opportunities and recruitment policy.

- Please write or type clearly, and if possible use black ink. There should be plenty of room for your responses, but please use a separate sheet of paper if needed and attach it to the back of the application form.
- We appreciate that completing an application form takes time. The good news is that this form asks for factual information and in most instances avoids the need for you to give essay style answers. Please observe wordcount limits.
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Once completed please return the form to us at the following address:

Recruitment
Oasis Domestic Abuse Service
PO Box 174
Margate CT9 4GA

or by email to recruitment@oasisdaservice.org

In order to preserve confidentiality, please mark your envelope **PRIVATE AND CONFIDENTIAL**.

Please note that if you have not been contacted within 2 weeks of the closing date your application has been unsuccessful on this occasion.