

SERVICE PROVIDER - APPLICATION FORM

Job Reference:	SP202009/		
Job Title:	Occupational Therapist/ Speech & Language Therapist/ Behaviour Therapist (please delete)		
Location:	ROI	Closing Date:	12PM (NOON) 30/09/2020

Personal Details	
Title:	
Forename(s):	
Preferred Name to be addressed by:	
Surname:	
Address:	
Postcode:	
Home Tel No:	
Mobile No:	
Works No:	
May we contact you at work?	
Email address:	
NI/ PPS No:	
Please provide details of any special arrangements in relation to either communications or access that you may require if invited for interview:	
Do you hold a full current driving license valid in the UK (Yes/ No:)	
If required, do you have access to a form of transport to allow you to undertake the duties of the post in full?	
Are you willing to receive communication via email?	
Please confirm that you are eligible to work in the UK & Ireland:	
Please outline if there are any upcoming dates that you are not available:	

Safeguarding	
Given the nature of the organisation to which you are applying, under the Rehabilitation of Offenders (Exemptions) Order (N.I) 1979, no conviction can be regarded as spent. We therefore need to ask the following question. Do you have any criminal convictions? (Inc. ROI equivalent)	
If Yes, please provide details:	
Do you have any criminal record including any criminal convictions, cautions, reprimands, or final warnings by the Police/ Gardai?	
If Yes, please provide details:	
Are you aware of any police enquiries undertaken following allegations made against you which may have a bearing on your suitability for this post?	
If Yes, please provide details:	
Are you currently the subject of a referral or investigation by your professional body?	
If Yes, please provide details:	
Have you ever been referred to the Independent Safeguarding Authority as a result of misconduct involving children and/ or young adults? (Inc. ROI equivalent)	
If Yes, please provide details:	

Employment History	
Please complete all sections below in full, starting with your current or most recent employer.	
Date commenced employment:	
Date Left (if applicable)	
Employer Name:	
Employer Address:	
Job Title:	
Salary:	
Reason for leaving:	
Period of Notice:	
Duties and Responsibilities:	

Previous posts: All previous employment must be accounted for in your application.			
Employer Name	Position Held	Dates: From – To	Reason for Leaving

Education and Training

Please provide details of any relevant qualifications or training you have received:

Education

Please list all relevant secondary education qualifications obtained:

Qualification	Subject	Grade	Dates obtained

Further and Higher Education

Please list all qualifications of degree level or equivalent:

Title of Award/Qualification/Field of Study	Grade	Dates obtained

Training and Professional Qualifications

Please list all relevant professional and training qualifications obtained:

Course Title	Title of Award/Qualification/Field of Study	Dates (mm/yyyy) From - To

Membership of Professional Institutions/ bodies

Please list all relevant memberships:

Professional Institution/ body	Dates (mm/yyyy) From - To

Eligibility Criteria**ONLY THIS SECTION OF THE FORM WILL BE USED FOR SHORTLISTING PURPOSES****Important Note for Applicants:**

- . For shortlisting purposes, the selection panel will only use this section of the application form.
- . The shortlisting panel will only shortlist those who meet the required criteria. Candidates **MUST** demonstrate how they meet the essential and desirable criteria. Please ensure that you fully describe against each requirement, how you meet the stated criteria, giving examples and specifying exact dates as appropriate. It is not appropriate to simply list the skills and experience you gained. Where an advertisement specifies a qualification (academic, professional, and or/ vocational) "or equivalent" the responsibility lies with the applicant to show how their qualifications meet the required standard specified.
- . Each criterion is assessed individually and must therefore be completed in full i.e. candidates should not rely on information included in a previous answer for another criteria.

Essential Criteria

- 1. Degree qualification in any of these disciplines (or equivalent): Occupational Therapist, Speech & Language Therapist or Behavioural Analyst. (100 words)**

2. Significant post-qualification experience delivering autism specific intervention therapy/strategies to children and young people with autism within an educational setting or similar environment. (100 words)
3. A proven track record in continuing your professional development (through appropriate courses of study) and attaining high level skills in your chosen professional area. (250 words)
4. Experience of working with a varied age range and/or ability range of children and young people with autism in relation to managing complex and/or challenging behaviours. (250 words)

5. Proven ability to use a range of autism specific strategies to enhance learning programmes. (250 words)

6. A current full driving licence and access to a vehicle or have access to a form of transport which will allow the post holder to fully satisfy the travel requirements of the post. (100 words)

References – Guidance Notes

Please give two referee email addresses of two persons not related to you, willing to act as a reference. The first referee should be your current/most recent employer and be in a direct supervisory/managerial capacity. The second referee, where possible, should be a previous employer.

Please note: References will only be sought as part of the pre-employment check after the final interview.

References

Referee 1 Email:

Referee 2 Email:

DECLARATION

I confirm to the best of my knowledge that the information provided on this application form is true and accurate. I accept that any false or misleading statements may be sufficient cause for rejecting my application, retracting a job offer or if employed, may lead to my dismissal.

Should this application be successful, I agree to supply documents as requested i.e. referee details, proof of right to work in the UK, Passport, qualifications etc. that may be necessary to process my application for employment.

I understand that all information supplied on this application form will be kept strictly confidential and will only be used for the purpose of selection and administration.

Applicant name:

Applicant signature:

Date: