



West Midlands Police Staff Application Form

DATA PROTECTION ACT 1998

The information you provide in this application form will be entered into a manual filing system and onto a computerised recruitment system and as such is covered by the rules set out in the Data Protection Act 1998. The data will be used to assess your suitability to join Lincolnshire Police and may be shared by other forces in the United Kingdom in respect of any recruitment applications you make.

APPLICATION FOR THE POST OF:

Location:

How did you become aware of this vacancy?

Personal Details	
Surname:	Forename(s):
Title (Mr, Mrs, Miss, Dr):	Any Previous Surname(s):
National Insurance No:	
Current Address:	
Post Code:	
Telephone numbers (Including area code)	Home: Work (if convenient): Mobile: Email:
Date of Birth:	Place of Birth:

Nationality (See Note 1)	
What is your Nationality?	
If a Commonwealth citizen or a foreign national is your stay in the UK free of restrictions? Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input type="checkbox"/>	

Disability (See Note 2)	
The Equality Act 2010 makes it unlawful to discriminate against a disabled person in all areas of employment, including recruiting. The Police Service welcomes people with disabilities and will do its best to make adjustments to the working arrangements and/or the working environment provided it is reasonable in the circumstances to do so.	
Do you have a disability you wish us to know about at this stage? YES <input type="checkbox"/> NO <input type="checkbox"/>	
In support of your application, please let us know if you believe there are any reasonable adjustments we should be making to enable you to do the job or assist with your application.	

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Tattoos & Facial Piercings *(See Note 3)*

Do you have any tattoos on your arms, neck, forearms or face or any facial piercings?

YES ☐ NO ☐

If YES, describe their nature and location.

Referees

Please give names and addresses of 2 referees.

(These should preferably be 2 employers and should include your current employer. Personal references should only be given if you have not been employed or are self employed)

Referee 1.	Referee 2.
Name	Name
Position Held	Position Held
Telephone	Telephone
May we contact this referee prior to interview? YES <input type="checkbox"/> NO <input type="checkbox"/>	May we contact this referee prior to interview? YES <input type="checkbox"/> NO <input type="checkbox"/>

Present and most recent employment

Name and address of present or most recent employer	Position held (and grade if Police Service)	Date started and date Left (if applicable)	Period of Notice required to terminate current employment

Current Salary: £

Additional Information *(See Note 4)*

Please give the reasons for applying for this post.

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How do meet the requirements of the post ?

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I declare that all the statements I have made in this application are true to the best of my knowledge and belief and that I have not withheld any relevant information.

I understand that:

- I must inform the Recruitment Team without delay of any change in my circumstances.
- Criminal conviction checks will be made against my family members and myself and I have informed them of this.
- Financial checks will be undertaken to verify my financial status and that all such information will be treated in confidence. I consent to these checks being made.
- If I am appointed into certain roles that my fingerprints and a sample of my DNA will be taken and held on record for elimination purposes.
- As part of the pre-employment process that I might be selected for drug and alcohol screening and that failure to provide a sample could result in my application being rejected.
- Any offer of appointment will be subject to satisfactory references and vetting, and might be subject to a medical examination and continued good conduct.
- A member of a police force who has deliberately made any false statement or omitted information in connection with his or her appointment may subsequently be liable to misconduct proceedings.
- The Chief Officer reserves the right to reject any application without giving reasons.

The information I have provided may be held on manual filing and computer systems as part of the recruitment process.

Name of Applicant:	Date:

FINAL CHECK

	Tick box
Have you fully answered all of the questions on the Application Form and provided all of the required information? This includes your National Insurance Number.	<input type="checkbox"/>

Regrettably incomplete or late applications will not be considered.

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