WE CARE RECRUITMENT

Care Work Application Form

For care assistants, support workers and senior support workers

Use this form to give us a fuller picture of your experience, availability and suitability for care work. Completing it does not guarantee registration, employment or an assignment. We will review your information and contact you if your experience may match a suitable opportunity.

Protect your information. Do not email passports, DBS certificates, bank details, medical records or other sensitive documents with this form. If your application progresses, we will explain how to provide evidence securely.

1 Your details

Please provide the contact details you want us to use for this application.

Full name	Preferred name
Telephone number	**Email address**

Home address and postcode

_____

Preferred way to contact you

☐ Email ☐ Telephone ☐ Text message

Do you need any reasonable adjustment for the recruitment process? *You do not need to give medical details. Tell us only what support would help.*

_____

2 Role and location preferences

Role or roles of interest

☐ Care assistant ☐ Support worker ☐ Senior support worker ☐ Other

If other, please specify

_____

Towns, cities or regions where you can work

_____

Travel

☐ Car driver ☐ Use public transport ☐ Other travel arrangements

3 Availability and working preferences

Tell us when you are normally available. Any offer of work remains subject to checks and client requirements.

Day	Early	Day	Late	Night
Monday	☐	☐	☐	☐
Tuesday	☐	☐	☐	☐
Wednesday	☐	☐	☐	☐
Thursday	☐	☐	☐	☐
Friday	☐	☐	☐	☐
Saturday	☐	☐	☐	☐
Sunday	☐	☐	☐	☐

Additional availability

☐ Weekdays ☐ Weekends ☐ Bank holidays ☐ Short notice ☐ Sleep-ins

Work pattern

☐ Temporary assignments ☐ Ongoing shifts ☐ Full-time hours ☐ Part-time hours

Earliest date you could start

_____

Any notice period or availability limits

_____

4 Care settings and experience

Settings

☐ Care home ☐ Nursing home ☐ Supported living ☐ Community support

Experience areas

☐ Learning disabilities ☐ Autism ☐ Mental health ☐ Dementia

People supported

☐ Adults ☐ Children and young people ☐ Older people ☐ Complex needs

Tasks and approaches

☐ Personal care ☐ Medication support ☐ Moving and handling ☐ Positive behaviour support

Briefly describe your most relevant care or support experience

_____

_____

5 Employment and activity history

Please give a complete history from leaving full-time education to the present. Include work, education, caring responsibilities, travel and other periods. Explain all gaps clearly. Add another sheet if needed.

From MM YYYY	To MM YYYY	Employer or activity	Role and main duties	Reason for leaving

Please explain any gaps not already covered above

_____

_____

_____

_____

6 Current or most recent position

Employer or organisation

_____

Job title, dates and main responsibilities

_____

_____

Manager or supervisor name and contact details *We will seek your permission before contacting a current employer.*

_____

7 Qualifications and training

List relevant qualifications and current training. Do not attach certificates at this stage.

Qualification or course	Provider	Date completed	Expiry if applicable

Training topics

☐ Care Certificate ☐ Safeguarding ☐ Moving and handling ☐ Medication

☐ First aid ☐ Infection prevention ☐ Food hygiene ☐ Mental capacity

☐ Learning disability and autism ☐ Positive behaviour support ☐ Other

Other relevant training or professional registration

_____

8 Right to Work and DBS status

Answer these status questions only. We will explain the evidence required if your application progresses.

Do you currently have the right to work in the UK?

☐ Yes ☐ No ☐ Need advice

Do you currently hold a DBS certificate relevant to care work?

☐ Yes ☐ No ☐ Not sure

Is your DBS certificate registered with the Update Service?

☐ Yes ☐ No ☐ Not sure

If your right to work has a time limit or restriction, briefly state the expiry or restriction

_____

9 Professional references

Please provide two people who can comment on your conduct and suitability. At least one should normally be your most recent relevant employer. Referees should not be relatives or close friends.

Referee 1

Name	**Job title**
Organisation	**Relationship to you**
Email	**Telephone**
Dates they knew you	**May we contact now? ☐ Yes ☐ No**

Referee 2

Name	**Job title**
Organisation	**Relationship to you**
Email	**Telephone**
Dates they knew you	**May we contact now? ☐ Yes ☐ No**

10 Safer recruitment questions

Have you ever been dismissed or asked to leave a role because of safeguarding, conduct or capability concerns?

☐ Yes ☐ No

If yes, give a brief explanation *We may ask for further information confidentially at a later stage.*

_____

Are you currently subject to any restriction that would prevent you undertaking the care work applied for?

☐ Yes ☐ No

If yes, give a brief explanation

_____

11 Supporting statement

Explain why you are interested in working through We Care Recruitment Agency and how your values and experience support safe, respectful care.

Your statement

_____
_____
_____
_____
_____
_____
_____

12 Applicant declaration and consent

☐ The information I have provided is accurate and complete to the best of my knowledge.

☐ I understand that deliberately false or omitted information may result in my application or registration ending.

☐ I understand that any opportunity is subject to satisfactory checks, evidence and the requirements of the care provider.

☐ I authorise We Care Recruitment Agency to contact the referees I have marked as available to contact.

☐ I understand that We Care Sustainable Living Ltd, trading as We Care Recruitment Agency, will use my information for recruitment and staffing purposes as explained in the Privacy Notice.

☐ I understand that submitting this form does not guarantee employment, registration or an assignment.

Applicant name	Signature	Date

How to return this form

Email the completed form to info@wecarerecruitmentagency.co.uk. Do not attach identity, DBS, bank or medical documents. If we wish to progress your application, we will contact you about the next stage and secure evidence checks.

Privacy Notice: https://wecarerecruitmentagency.co.uk/privacy-notice/

Telephone: 0333 054 0776