**Data Duopoly - Application Form**

Before continuing with this application, please ensure that you have read our privacy policy (https://www.dataduopoly.com/privacy-policy).

**Return this form to recruitment@dataduopoly.com**

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| **Position applied for:** | | | |
| **Personal details** | | | |
| First Name |  | Surname: |  |
| Title (Mr/Mrs/Miss etc): | |  | |
| Home address: | | | |
| Email address: |  | Mobile Telephone: |  |
| **Do you have a current right to work in the UK?** | | **Yes** | **No** |
| If no, please provide details: | | | |
| **Do you consider yourself to have a disability?** | | **Yes** | **No** |
| If yes, please tell us if there are any reasonable adjustments we can make to assist you in the application or with our recruitment process: | | | |
| **Please tell us about how you heard about this position:** | | | |
| Software Cornwall | Indeed | LinkedIn | Twitter |
| Other: | | | |
| **Preferred working arrangement (please tick)** | | | |
| Full time |  | Part time |  |
| If you have ticked part time, please give details below about how many hours per week (e.g. 20, 30 hours): | | | |
| Will this be your only employment? | | Yes | No |

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| **Education and Qualifications**  Please provide your education history here, including ALL qualifications, both academic and vocational, and any ongoing study: | | | |
| **Schools/Colleges/University** | **Qualification (e.g. GCSE, A Level, degree)** | **Grade** | **Month/year** |
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| **Current Employer Details (if none please insert N/A)** | | | |
| Employer’s name: |  | | |
| Employer’s address: |  | | |
| Job Title: |  | Salary: |  |
| Employed from: |  | Notice period: |  |
| Description of role: | | | |
| Reason for leaving: | | | |
| **Previous Employment:** Please include all employment and voluntary work since leaving school, starting with your most recent employment and working back. Please ensure all time periods are accounted for including any gaps (e.g. travelling, maternity leave, unemployment etc). | | | |
| **Employer name** |  | **Job title** |  |
| Start date  (month and year) |  | End date  (month and year) |  |
| Responsibilities: | | | |
| Reason for leaving: |  | | |
| **Employer name** |  | **Job title** |  |
| Start date  (month and year) |  | End date  (month and year) |  |
| Responsibilities: | | | |
| Reason for leaving: |  | | |
| **Employer name** |  | **Job title** |  |
| Start date  (month and year) |  | End date  (month and year) |  |
| Responsibilities: | | | |
| Reason for leaving: |  | | |

\*Please add further lines as needed

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| **Personal skills, values and development** | | |
| **Experience of working with:** |  |  |
| Xamarin | Yes | No |
| ASP.NET | Yes | No |
| Angular | Yes | No |
| OOP (C# or C++/Java) | Yes | No |
| Amazon Web Services | Yes | No |
| Development of iOS and Android mobile apps | Yes | No |
| Please tell us about any courses, professional memberships, voluntary work or responsibilities you have obtained that you consider relevant, with outcomes where applicable: | | |

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| **References** | |
| **Please provide details of two referees who can comment on your suitability for this position.** Your first referee must be your current employer (or most recent employer if you are not currently employed), or your teacher/tutor if you are a school/college leaver. Your second referee can be either an employment or character reference (however please note that we cannot accept references from family members).  We will only take up references if an offer of employment is made and accepted, and will ask for your consent before we do so. Any offer of employment will be conditional upon receipt of satisfactory references. | |
| **Name:** | **Position:** |
| **Organisation name and address:** | |
| **Telephone:** | **Email address:** |
| **Name:** | **Position:** |
| **Organisation name and address:** | |
| **Telephone:** | **Email address:** |

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| **Criminal Records** |
| The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered ‘protected’. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.  The post you are applying for is not exempt from the Rehabilitation of Offenders Act 1974 and therefore you are not required to declare any convictions, cautions, reprimands and final warnings that are not "protected" (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).  Guidance about whether a conviction or caution should be disclosed can be found on the [Ministry of Justice website](https://www.gov.uk/government/publications/dbs-filtering-guidance/dbs-filtering-guide?_cldee=bmF0YWxpZUBzd2lmdGhyLmNvLnVr&recipientid=contact-e8a70d18d047eb11a812000d3a86a8cf-c61005c679c54024bc182a726a55c3b8&esid=8aebbd0e-186a-eb11-a812-000d3a870f).  We recognise the contribution that former or ex-offenders can make as employees and volunteers and welcome applications from them. A person’s criminal record will not, in itself, debar that person from being appointed to this post. Any information given will be treated in the strictest confidence. Suitable applicants will not be refused posts because of offences which are not relevant to the role and which do not make them a risk in the role for which they are applying  All cases will be examined on an individual basis, taking the following into consideration:  · Whether the conviction is relevant to the position applied for.  · The seriousness of any offence revealed.  · The age of the applicant at the time of the offence(s).  · The length of time since the offence(s) occurred.  · Whether the applicant has a pattern of offending behaviour.  · The circumstances surrounding the offence(s), and the explanation(s) offered by the person concerned.  · Whether the applicant's circumstances have changed since the offending behaviour.  Failure to disclose all convictions, cautions, reprimands or final warnings that are not “protected” could result in disciplinary proceedings or dismissal. |
| **Criminal record declaration**  Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974?  **YES/NO**  Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020?  **YES/NO**  If you answered yes to either of the questions above, you now have **two** options on how to disclose your criminal record. |
| **Option 1:** Please provide details of your criminal record in the space below. |
| **Option 2**: You can disclose your record under separate cover provided that you indicate YES below and attach the details in a separate email. The email should be marked **CONFIDENTIAL** in the title, and state your name and the details of the post, and be addressed to recruitment@dataduopoly.com  I have attached details of my conviction separately: **YES/NO** |

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| **Declaration** | | | |
| I declare that:   * I confirm that the information in this application form is complete and correct to the best of my knowledge, and that any untrue or misleading information will give Data Duopoly the right to terminate any employment offered. * I have read the privacy policy and confirm my explicit consent within the meaning of the General Data Protection Regulations 2018 for Data Duopoly to process my personal information which may include electronic storage of my personal information. I understand that my information will be held securely and confidentially and if I wish to gain access to my information I can do so by requesting it in writing. * I understand that the declaration of a criminal record will not necessarily prevent me from being offered this role at Data Duopoly. | | | |
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| **Signature:** |  | **Date:** |  |