

LVS Designs Training Application Form

PLEASE READ CAREFULLY BEFORE COMPLETING

Complete the form using BLOCK LETTERS in black ink or typescript. All questions should be answered but where a particular question is not applicable or the answer is not known, enter **N/A** or **N/K**.

IMPORTANT NOTICE: Please be reminded that even though all staff are self-employed, we will require you to:

- Answer all the questions in this application form, save and email
- Complete Declaration page by: Print, sign, scan/take a picture and email
- Email to info@LVSTraining.co.uk

Vacancy title:

LVS Job code (if any):

Temporary

Permanent

Part time

Full time

PERSONAL DETAILS	
Title:	
Family name:	
First name:	
Date of Birth:	
Town, County & Country of Birth:	
Gender: (please circle) <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other	
Nationality now:	
Former (if any):	
If Non-UK Nationality, date of UK permanent residence:	
Do you require a valid work permit or visa to work in this country? YES (please provide original) / NO / N/A	
Full Address:	
Post Code:	
Since:	
Telephone No:	Home:
	Work:
National Insurance no.	
Previous address, if less than 5 years:	
Any residence outside UK?, if so, add dates:	

PERSONAL DETAILS CONTINUED
Marital Status: <input type="checkbox"/> Single/Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed
Next of Kin:
Emergency Telephone No(s):
Position applied for:
<input type="checkbox"/> Part time <input type="checkbox"/> Full time <input type="checkbox"/> Temporary <input type="checkbox"/> Permanent
Professional Qualifications:
Vocational Qualifications:
Bank details for payment
Bank name:
Full name on bank account:
Sort code:
Account Number:
PLEASE DOUBLE CHECK YOUR ACCOUNT DETAILS AS THIS MAY DELAY YOUR PAYMENT.

EDUCATION (Schools)

Do NOT complete this Section if your full time education was more than 5 years ago

DATE FROM/TO	QUALIFICATIONS	GRADE

FURTHER EDUCATION (College/University)

Do NOT complete this Section if your full time further education was more than 5 years ago

DATE FROM/TO	QUALIFICATIONS	GRADE

DESIRABLE QUALIFICATIONS

Do you have a Special Educational Needs (SEN) qualification covering:	<input type="checkbox"/> Dyslexia	<input type="checkbox"/> Attention deficit hyperactive disorder (ADHD)	<input type="checkbox"/> Other
	<input type="checkbox"/> Dysgraphia	<input type="checkbox"/> Attention deficit disorder (ADD)	<input type="checkbox"/> Other
	<input type="checkbox"/> Dyscalculia	<input type="checkbox"/> Dyspraxia	<input type="checkbox"/> Other
Do you have a Health and Social care qualification covering:	<input type="checkbox"/> First Aid Trained	Qualification name:	Valid until:
	<input type="checkbox"/> Mental health qualification	Qualification name:	

Note 1 Most recent job first.

Note 2 Dates must be given on by month year to month year only. NO dates required

EMPLOYMENT HISTORY

START DATE:	EMPLOYER:	TYPE OF BUSINESS:	REASON FOR LEAVING:	
	Address:		POSITION HELD ON LEAVING:	
		CONTACT NAME:	Official Use: Reference approved:	
			Date:	
	Post Code:	TELEPHONE NO:	Telephone:	Written:
			Date:	Date:
			Initials:	Initials:
LEAVING DATE:	EMPLOYER:	TYPE OF BUSINESS:	REASON FOR LEAVING:	
	Address:		POSITION HELD ON LEAVING:	
START DATE:		CONTACT NAME:	Official Use: Reference approved:	
			Date:	
			Signature:	
	Post Code:	TELEPHONE NO:	Telephone:	Written:
			Date:	Date:
			Initials:	Initials:

EVIDENCE REQUIRED

Please attach copies of any relevant documents when submitting this application. See list below that is not exhaustive:

- DBS certificate
- Teaching qualifications
- All relevant subject certificates

- Proof of UK citizenship (If in the UK for less than 3 years)
- Photo identification (Passport or driving license)

NOTE: Your Referees MUST have known you for a minimum of 2 years within the last 5 years and NOT be relatives.

REFERENCE 1	REFERENCE 2
Name:	Name:
Job Title:	Job Title:
Company Name:	Company Name:
Address:	Address:
Post Code:	Post Code:
Email:	Email:
Tel No:	Tel No:
OFFICIAL USE:	OFFICIAL USE:
Reference approved:	Reference approved:

RECREATIONAL ACTIVITIES
Please give details of any hobbies or pastimes:

OTHER INFORMATION ABOUT YOURSELF
Please give details of any other information about yourself that you feel is relevant to your application:

We are committed to equal opportunities. Please tick the box which best describes your ethnicity:

Asian/Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian background

**Black/African/Caribbean/
Black British**

- African
- Caribbean
- Any other Black background

Mixed/multi ethnic group

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other mixed/multiple ethnic background

Other ethnic group

- Arab
- Any other ethnic group

White

- English/Welsh/Scottish/
Northern Irish/British
- Irish
- Gypsy or Irish Traveller
- Any other White background
- I do not wish to give this information

DECLARATION

- * I declare that the information I have given above is true and complete to the best of my knowledge and belief.
- * I undertake to notify any material changes in the information I have given above to Personnel concerned.
- * I understand that any false statement or omission in the information I have given above may disqualify me from completing the qualification.
- * I understand that I will be required to provide documentary proof of identity.
- * I declare that I give you authorisation to use my ULN to gather educational information about me, credit reference agencies, and personal referees for verification of any information contained within this form.

Print Name:	Date:
Signature:	

LVS DESIGNS TRAINING CENTRE USE ONLY

EMPLOYMENT AUTHORISATION:

Provisional: Name: _____ Date: _____ Signature: _____

Permanent: Name: _____ Date: _____ Signature: _____

START DATE: [Click here to enter a date.](#)

LEAVING DATE: [Click here to enter a date.](#)

Thank you for completing the form.

Great!!! You heard about LVS Designs Training

In order that we might target our publicity more effectively, we would be grateful if you would tell us how you heard about LVS Designs Training – please tick **all** that apply.

Internet	<input type="checkbox"/> LVS TRAINING website	<input type="checkbox"/> Google search engine		
	<input type="checkbox"/> Other website – please name:			
Social media	<input type="checkbox"/> YouTube	<input type="checkbox"/> WhatsApp	<input type="checkbox"/> Facebook	<input type="checkbox"/> Twitter
	<input type="checkbox"/> LinkedIn	<input type="checkbox"/> Instagram	<input type="checkbox"/> Other: please state	
YouTube channels	<input type="checkbox"/> LVS TRAINING	<input type="checkbox"/> Other: please state:		
Text Messages	<input type="checkbox"/> LVS TRAINING	<input type="checkbox"/> Other: please state		
Emails	<input type="checkbox"/> LVS TRAINING	<input type="checkbox"/> Other: please state		
Newsletters Posters	<input type="checkbox"/> LVS TRAINING	<input type="checkbox"/> Other: please state		
Radio/TV	Please state Radio station			
	Please state TV channel			
Outdoor Advertising	<input type="checkbox"/> Train station – please state which station			
	<input type="checkbox"/> Underground station – please state which station			
	<input type="checkbox"/> Bus or bus stop – please state			
Prospectuses, printed media	<input type="checkbox"/> LVS TRAINING Prospectus	<input type="checkbox"/> findcourses.co.uk	<input type="checkbox"/> ncfе website	
	<input type="checkbox"/> Newspaper/magazine ad – please name			
Advice providers	<input type="checkbox"/> Information Day	<input type="checkbox"/> LVS TRAINING Advisors	<input type="checkbox"/> Library	
	<input type="checkbox"/> An Employer	Careers fair– please state name		
	<input type="checkbox"/> Your school or college – please state name			
	<input type="checkbox"/> Other advice provider – please state name			
Word of mouth	<input type="checkbox"/> Family member	<input type="checkbox"/> Friend	<input type="checkbox"/> Neighbour	<input type="checkbox"/> LVS TRAINING learner
	<input type="checkbox"/> Other – please state			
Other comments welcomed here:				

Thank you for completing the form.