# Application Form

# Thank you for your interest in Young Scot – we're really excited to read your application. Before you get started, please take a look at our website for [guidance](https://youngscot.net/working-at-young-scot) that will help you to fill in this online application form. When you’ve completed this form, please email it to us at recruitment@young.scot.  What role are you applying for?

# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# The information you give us in this section will be used by our HR team only. It won't be shared with the Young Scot staff who are shortlisting and interviewing for this role.

### 1) Please tell us about you

First name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please tell us if you're known by a different name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Town/city: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Are you legally entitled to work in the UK?

( ) Yes

( ) No

#### 2) Are you a member of the Protecting Vulnerable Groups (PVG) scheme?

( ) Yes

( ) No

#### 3) Who are you registered for?

( ) Children

( ) Protected Adults

( ) Both

### 4) What's your PVG membership number?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## References

## The information you give us in this section will be used by our HR team only. It won't be shared with the Young Scot staff who are shortlisting and interviewing for this role.

### 5) Information about your current or most recent employer. If you don't have a recent employer, then use your school, college, university or a support worker.

First name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organisation name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How do you know this person?: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Can we speak to this person before you take part in an interview with us?

( ) Yes

( ) No

### 6) Information about a personal referee (this can be a friend or mentor, but not a family member) or another previous employer

First name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job title (enter N/A if not applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organisation name (enter N/A if not applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How do you know this person?: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How long have you known this person?: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Can we speak to this reference before you take part in an interview with us?

( ) Yes

( ) No

**Your paid work, work experience and volunteering history**

## The information you give us on this page will be used by our HR team and will also be shared with the Young Scot staff who are shortlisting and interviewing for this role.

### 7) Please tell us about your current or most recent paid work

Organisation name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Town/city: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

End date (leave blank if not applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role tile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reason for leaving: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Please tell us about the role and your responsibilities (please do not include information about your salary).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### 8) Paid work, work experience or volunteering history (most recent first)

* Start date:
* End date:
* Organisation name:
* Role title:
* Start date:
* End date:
* Organisation name:
* Role title:
* Start date:
* End date:
* Organisation name:
* Role title:
* Start date:
* End date:
* Organisation name:
* Role title:

## Tell us what makes you a great candidate for this role

## The information you give us on this page will be used by our HR team and will also be shared with the Young Scot staff who are shortlisting and interviewing for this role.

### 10) The Job Description on our website tells you the mix of experiences and skills that great candidates will have. Please use this space to tell us why you are applying for this role, and what skills and experiences you have that make you a great candidate. Also, take a look at the application guidance on our website as it will help you with your answers.  ****The type of information you might choose to share includes:****

### relevant work experience you have that would help you in this role

### education/qualifications (please don't tell us the name of any school/college/university)

### skills you've developed whilst in education, volunteering, work experiences or employment

### memberships of professional bodies or associations

### training that you've undertaken during previous roles

### volunteering you've done

### any relevant achievements

### Max 750 words.

## Rehabilitation of Offenders Act 1974 (Exclusions and Exemptions) (Scotland) Amendment Order 2015

## The information you give us in this section will be used by our HR team only. It won't be shared with the Young Scot staff who are shortlisting and interviewing for this role.

#### 11) Have you ever been convicted of any criminal offence(s)?

( ) Yes

( ) No

#### 12) Do you have any criminal charge(s) pending?

( ) Yes

( ) No

#### 13) If you have answered Yes to either of the questions above, please provide the following details:

* Date
* Name of Court
* Please provide details of the nature of each conviction, charge or police enquiry, including driving offences
* Penalty imposed and outcome

## More information about you and your background

## The information you give us in this section will be used by our HR team only. It won't be shared with the Young Scot staff who are shortlisting and interviewing for this role.

### 15) What position are you applying for?

#### 16) Do you identify as...

( ) Heterosexual/Straight

( ) Lesbian

( ) Bisexual

( ) Gay

( ) Don't know/Not sure

( ) Something else: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( ) Prefer not to say

#### 17) Do you identify as transgender?

( ) No

( ) Yes

( ) Prefer not to say

#### 18) Do you identify as...

( ) Female

( ) Intersex

( ) Male

( ) Non-binary

( ) Something else: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( ) Prefer not say

#### 19) What is your ethnicity?

( ) Bangladeshi

( ) Chinese

( ) Indian

( ) Pakistani

( ) Any other Asian background

( ) African

( ) Caribbean

( ) Any other Black / African / Caribbean background

( ) White and Asian

( ) White and Black African

( ) White and Black Caribbean

( ) Any other Mixed / Multiple ethnic background

( ) Arab

( ) Any other ethnic group

( ) English / Welsh / Scottish / Northern Irish / British

( ) Gypsy or Irish Traveller

( ) Irish

( ) Any other White background

( ) I prefer not to say

### 20) Where did you see this job advertised?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### 21) What age group are you in?

( ) 16-24 ( ) 25-29 ( ) 30-34 ( ) 35-39 ( ) 40-44 ( ) 45-49 ( ) 50-54 ( ) 55-59 ( ) 60-64 ( ) 65+ ( ) Prefer not to say

#### 22) What is your religion or belief?

( ) Buddhist

( ) Christian

( ) Hindu

( ) Jewish

( ) Muslim

( ) No religion or belief

( ) Other religion or belief, please tell us more:: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( ) Sikh

( ) Prefer not to say

#### 23) Do you have a disability or a health condition that might impact your work at Young Scot or require our support to help you work effectively?

( ) No

( ) Prefer not to say

( ) Yes. What is the effect/impact of your disability or health condition on your ability to give your best at work?: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_