

LITTLE LAURA'S RECRUITMENT APPLICATION FORM

PERSONAL DETAILS

Name _____ Date of Birth _____
Nationality _____ Religion _____
Address _____
Postcode _____
Home Contact Number _____ Mobile _____
E-mail _____
Marital Status _____
Do you have any children? (If yes, give details) _____

Would you like them to accompany you to work? _____

NEXT OF KIN

Name _____ Relationship _____
Address _____
Postcode _____
Contact Number _____

JOB APPLIED FOR

(You may tick more than one)

Nursery Worker	<input type="checkbox"/>	Permanent	<input type="checkbox"/>
Maternity Nurse	<input type="checkbox"/>	Full-time	<input type="checkbox"/>
Holiday Helper	<input type="checkbox"/>	Part-time	<input type="checkbox"/>
Nanny	<input type="checkbox"/>	Temporary	<input type="checkbox"/>
Mother's help	<input type="checkbox"/>	Daily	<input type="checkbox"/>
After school help	<input type="checkbox"/>	Live-in	<input type="checkbox"/>

Date available from _____ Date available till (if applicable) _____

If you are applying for part-time and/or temporary positions, please state preferred dates, days and time when you are available _____

Please note, if you feel you have anything to append, in addition to completing the application, that you feel is relevant, please use the back of this form.

REFERENCES

Little Laura's will follow up references from both past and present employers. If for any reason you have not been employed for the last three years, you must give details of at least two personal referees of professional standing. If you are applying with only experience from placements through college, you must note the details of these placements.

QUALIFICATIONS & EXPERIENCE

Name of Secondary school _____
Address _____
_____ Postcode _____

Name of Head Teacher _____
Dates Attended From _____ To _____
Qualifications obtained _____

Name of College _____
Address _____
_____ Postcode _____

Contact Number _____
Dates attended From _____ To _____
Qualifications obtained _____

Please feel free to use the back of the registration form for any additional comments that you feel may strengthen your application.

Name of employer (referee) _____
Address _____
_____ Postcode _____

Telephone Number _____
Position held _____ Ages of children at start _____
Salary (state net or gross) _____
Dates From _____ To _____
Reason for leaving (confidential) _____

Name of employer (referee) _____
Address _____
_____ Postcode _____

Telephone Number _____
Position held _____ Ages of children at start _____
Salary (state net or gross) _____
Dates From _____ To _____
Reason for leaving (confidential) _____

Name of employer (referee) _____
Address _____
_____ Postcode _____

Telephone Number _____
Position held _____ Ages of children at start _____
Salary (state net or gross) _____
Dates From _____ To _____
Reason for leaving (confidential) _____

Name of employer (referee) _____
Address _____
_____ Postcode _____
Telephone Number _____
Position held _____ Ages of children at start _____
Salary (state net or gross) _____
Dates From _____ To _____
Reason for leaving (confidential) _____

OTHER DETAILS

(Please answer and tick as appropriate)

	Yes	No
Are you willing to do general housework as well as your duties as a nanny?	<input type="checkbox"/>	<input type="checkbox"/>
Are you willing to travel with your employers?	<input type="checkbox"/>	<input type="checkbox"/>
Would you be capable of looking after a family pet?	<input type="checkbox"/>	<input type="checkbox"/>
Do you speak a foreign language?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have basic cooking skills?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a current driving licence?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have sole use of a car?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a clean driving licence?	<input type="checkbox"/>	<input type="checkbox"/>
Are you in general good health?	<input type="checkbox"/>	<input type="checkbox"/>
Do you smoke?	<input type="checkbox"/>	<input type="checkbox"/>
Would you be happy to accept a position requiring no smoking?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever received psychiatric treatment?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have any pending or previous convictions for criminal offences?	<input type="checkbox"/>	<input type="checkbox"/>

Please note below any special needs, dietary requirements, allergies and any medication you are receiving.

PREFERENCES

	Yes	No
Would you prefer sole charge within a placement, or shared responsibility?	<input type="checkbox"/>	<input type="checkbox"/>
Would you be willing to work for a single mother or father?	<input type="checkbox"/>	<input type="checkbox"/>
Preferred age of children? _____		
Preferred location? _____		
Would you be interested in working for more than one employer?	<input type="checkbox"/>	<input type="checkbox"/>
Have you / would you be happy working with a child with special needs? If you have, please mention below.	<input type="checkbox"/>	<input type="checkbox"/>

Please send reply to :

Laura Keates
Little Laura's Nanny Agency
102 Grove Road,
Chichester,
West Sussex.
PO19 8AR

Telephone / Fax : 01243 788699