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Description automatically generated with medium confidence

**APPLICATION FORM**

PRIVATE AND CONFIDENTIAL

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| **POSITION APPLIED FOR:** |  |
| **LOCATION:** |  |

**Candidate Guidance**

The closing date for applications for this vacancy is **ASSISTANT PSYCHOLOGIST/ASSISTANT BEHAVIOUR THERAPIST**. Completed applications must be sent **FRIDAY 22ND JUNE 2022**. All applications must be received on or before this date. Late applications will not be considered.

ONLY INFORMATION PROVIDED ON THIS APPLICATION FORM WILL BE CONSIDERED BY THE PANEL.

**\*\*Curriculum vitae will not be accepted\*\***

Applicants must clearly demonstrate how and to what extent their qualifications and / or experience meets both the essential and any desirable criteria. The onus for demonstrating this in the application form, rests with the applicant. All information given will be treated with the strictest confidence. Continuation pages/sheets may be added as necessary.

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| APPLICANT DETAILS | | | | |
| Surname: |  | | Forename(s): |  |
| **Home Address:** |  | | | |
| **Postcode:** |  | | **Email:** |  |
| **Home Number:** |  | | **Mobile Number:** |  |
| **National Insurance Number:** | |  | | |
| **Reasonable Adjustments**  Please provide details of any special arrangements/ adjustments in relation to either communications or access requirements if invited to interview | |  | | |

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| ELIGIBILITY TO WORK IN THE UK  Do you have the right to work in the UK? Yes No  As required under legislation, we will require you to present documentary evidence to confirm your right to work in the UK. *E.g. Your Passport or other Official Documentation confirming your National Insurance Number and your Full Birth Certificate or any other eligible documentation* |

1. **EDUCATION HISTORY (please start with the most recent).**

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| --- | --- | --- |
| **Level of Qualification Gained**  **(GCSE, A Level, Degree Etc)** | **Title / Subject** | **Grade and Date Attained** |
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**FURTHER EDUCATION**

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| **University / College** | **Subjects Passed** | **Level Attained** | **Grade** |
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**PROFESSIONAL QUALIFICATIONS**

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| **Name of Professional Body** | **Level of Membership** | **Registration / Pin Nos** |
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**RELEVANT TRAINING COURSES (if applicable to the role applied for)**

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| **Name of Organisation** | **Name of Training** | **Qualification attained (if applicable)** |
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1. **Employment History**

*(Please use the space below to list all present and past employment, in chronological order, i.e; starting with your most recent employer first. You may use a separate sheet if necessary). All previous employment must be accounted for in your application.*

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Current Employer:** | | |  | | | | |
| **Employment Date:** | | **From** |  | | | **To** |  |
| **Address of Current Employer** | | |  | | | **Postcode** |  |
| **Current Position / Job Title:** | | |  | | | | |
| **Notice Period:** | | |  | | | | |
| **Salary and Benefits:** | | |  | | | | |
| **Key Duties and Responsibilities:** Please use this to also note any additional Information (any other relevant information you feel may be relevant): | | | | | | | |
|  | | | | | | | |
| **Name & Address**  **Of Employer** | **Date From & To:** | | | **Job Title & Summary Of Key Duties** | **Salary & Reason For Leaving** | | |
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**OTHER EMPLOYMENT –** Please declare any other employment you currently undertake that would continue with if you were to be successful in obtaining this position.

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1. **Suitability for this Position**

*(Please detail your suitability for this position under the relevant headings below as per the essential and desirable criteria)* ***Additional pages may be used if required.***

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| **ESSENTIAL CRITERIA:** Please identify your relevant experience by ticking the appropriate box and then demonstrating how and to what extent you meet each criteria in the text box. | |
| **Criterion 1**  **Qualifications: Honours Degree in Psychology with eligibility for Graduate Registration of British Psychological Society, with at least a 2:1** | YES ☐ NO ☐ |
| **Please use the space below to demonstrate, with supporting evidence, to what extent you meet this criteria with dates, as appropriate.** | |
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| **Criterion 2**  **Experience: At least 12 months relevant experience in a paid or voluntary capacity in relevant employment e.g., health, education, social care, youth work – with a specific focus on working with children and young people.** | YES ☐ NO ☐ |
| **Please use the space below to demonstrate, with supporting evidence, to what extent you meet this criteria with dates, as appropriate.** | |
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| **Criterion 3**  **Skills and Abilities: Knowledge of child development and developmental psychology. Knowledge of theories underpinning applied practice. Knowledge of evidence-based therapies to support children and young people.** | YES ☐ NO ☐ |
| **Please use the space below to demonstrate, with supporting evidence, to what extent you meet this criteria with dates, as appropriate.** | |
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| **DESIRABLE CRITERIA** | |
| **Criterion 1**  **Qualifications: Relevant Masters Degree in applied psychology, mental health etc.** | |
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| **Criterion 2**  **Experience: Experience of working with children and young people with a range of neurodevelopmental differences such as ADHD, ASD and learning difficulties in a therapeutic capacity.** | |
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| **Driving Licence and Access to own Transport (if applicable)** |
| Do you hold a valid driving licence? Yes ☐ No ☐  Do you have access to a car or other form of transport? Yes ☐ No ☐ |
| Willingness to travel as required for the role (mainly within Belfast area). Yes ☐ No ☐ Willingness to work flexibly including evenings and weekends as required. Yes ☐ No ☐ |

1. **Additional Information**

Please provide any additional information that may support your application

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1. **Referees**

Please give the details of two referees of persons who must not be related to you. One of which must be from your current or most recent post. Referees will not be contacted prior to offer of appointment.

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| --- | --- | --- | --- | --- | --- |
| Referee Name: |  | | Referee Name: |  | |
| Position: |  | | Position: |  | |
| Company Name: |  | | Company Name: |  | |
| Address: |  | | Address: |  | |
| Postcode: |  | Postcode: |  |
| Email: |  | | Email: |  | |
| Telephone No.: |  | | Telephone No.: |  | |
| Nature of Relationship: |  | | Nature of Relationship: |  | |

1. **Verification of Information**

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| I certify that to the best of my knowledge all information provided in this application is truthful and accurate. I have not omitted any facts that could affect my employment. I understand that any false or misleading statements or to have suppressed any material facts could place any subsequent employment in jeopardy / result in a job offer being withdrawn and / or if appointed, dismissal.  I understand that any employment entered into is subject to documentary evidence of my right to work in the UK, evidence of qualifications as relevant to the post and satisfactory references. I expressly consent to personal data contained within this form being recorded and processed for the purposes of assessing suitability for the post and may form the basis of any subsequent personnel file.  **Signature: Date:** |