**The Royal College of Psychiatrists**



Please complete and return this form along with your CV, Cover Letter and Diversity Monitoring Form to Human Resources Department y email to:

[HRrecruitment@rcpsych.ac.uk](mailto:HRrecruitment@rcpsych.ac.uk)

Tel: 0208 618 400

Application Form

|  |  |
| --- | --- |
| **Position applied for:** | Patient Representative  (x1 in total)    National Audit of Dementia (NAD)  **£140 per day**  **6 Month Fixed Term Contract** |

**PERSONAL DETAILS**

|  |  |
| --- | --- |
| **Title:** |  |
| **First name:** |  |
| **Surname:** |  |
| **Address:** |  |
|  |
| **Postcode:** |  |
| **Phone number:** |  |
| **Home phone** |  |
| **E-mail address:** |  |

**EMPLOYMENT RECORD**

**Present employment**

|  |  |
| --- | --- |
| **Employer:** |  |
| **Position Held:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Date appointed:** |  |
| **Notice period:** |  |
| **Work telephone:** |  |

**REFERENCES**

Please use this section for details of two referees to provide any of the following: employment, voluntary, personal or character reference. The College will contact referees once a conditional offer of employment has been made and accepted.

**1.**

|  |  |
| --- | --- |
| **Organisation (if relevant):** |  |
| **Name of Referee:** |  |
| **Job title (If relevant):** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Relationship with the Referee:** |  |
| **Phone number:** |  |
| **E-mail address:** |  |
| **Relevant dates:** | **From:** |
| **To:** |

**2.**

|  |  |
| --- | --- |
| **Organisation (if relevant):** |  |
| **Name of Referee:** |  |
| **Job title (If relevant):** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Relationship with the Referee:** |  |
| **Phone number:** |  |
| **E-mail address:** |  |
| **Relevant dates:** | **From:** |
| **To:** |

**Please explain in no more than 150 words why you would be interested in this role:**

**Please explain in no more than 150 words what skills and experience you would bring to this role:**

**HEALTH**

|  |
| --- |
| Do you consider yourself to have a disability as defined by the Equality Act 2010?  If yes, please tell us more: |
| *Note: The Royal College of Psychiatrists is a proud member of the Disability Confident employer scheme. To ensure we are giving candidates with disabilities as fair of an opportunity as possible, we will generally offer an interview to any applicant that declares they have a disability and meets the minimum criteria (essential) for the job.* |

**MISCELLANEOUS**

|  |  |
| --- | --- |
| Where did you see the advertisement? |  |
| Have you applied to the College before? |  |
| Are you legally entitled to work in the UK? (proof will be required if successful) |  |

**PREVIOUS CRIMINAL CONVICTIONS**

|  |
| --- |
| Details of any criminal convictions which are not spent: |
| Note: You are not required to provide details of any previous criminal convictions which are spent under the terms of the Rehabilitation of Offenders Act 1974. A spent or non-spent conviction does not preclude full consideration for the job and applications from suitable individuals with spent or non-spent convictions are welcome. |

The College will process the personal data that you have supplied on this application form in accordance with the terms of the [privacy notice](https://www.rcpsych.ac.uk/aboutthecollege/dataprotection/humanresourcesprivacynotice.aspx) for job applicants, which has been made available for you to download from the website as part of this recruitment process. The College will only process your personal data where it has a lawful basis for such processing.

**DECLARATION**

I declare that the information I have given on this application form is, to the best of my knowledge, true and complete. I understand that if it is subsequently discovered any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or, if I have already been appointed, I may be dismissed.

|  |  |
| --- | --- |
| Date: |  |
| Signature: |  |