

MORNING STAR HOUSE

APPLICATION FOR EMPLOYMENT

Please complete the form in own handwriting using black ink. Submissions can be made in hard copy or scanned document. CV's will NOT be accepted

Application for the position of: (please circle preferred option)	Support Worker Locum Support Worker Both
Closing Date:	01/09/2022
Application Form and Monitoring Form should be sent to Morning Star House, 2 – 12 Divis Street, Belfast BT12 4AL	

SECTION 1: PERSONAL DETAILS

Title: Mr/Mrs/Miss/Ms	
Surname	
First Name(s)	
Date of Birth:	National Insurance No:
Home Address:	
Post code:	

Contact details			
Home		Work	
Mobile		E mail	

SECTION 2 QUALIFICATIONS & TRAINING

2.1 Educational Qualifications	
Dates	Qualifications & Grade

Training Organisation	Dates From:To	Course Title	Qualification & Grade

Use additional pages if required

SECTION 3: CURRENT OR MOST RECENT POSITION

Job Title			
Period of Employment :	From		To
Name & Address of Employer			
Notice Period required			
Reason for Leaving			
Outline main duties of current position – please explain relevance to this post			
References may be sought from your recent employer.			

SECTION 3 PREVIOUS EMPLOYMENT HISTORY

Please record all positions held starting with most recent inc relevance to this post				
Date		Employer's	Position held	Reason for leaving
From	To	Name & address	Outline of duties	

SECTION 4 MEETING THE COMPETENCIES REQUIRED FOR THE POST APPLIED FOR -
You can use examples from your working or personal life including voluntary and community work.
Examples used should be practical examples demonstrating what YOU have done and how YOU did it.

4.1 Working with people – (maximum 250 words)

Please provide an example of a time when you have been able to provide support to someone who was in a difficult situation. Please state the nature of the difficulties e.g. homelessness, addiction.

4.2 Dealing with people with challenging behaviours (maximum 250 words)

Please give an example of a time when you had to deal with a person who was behaving in a challenging or aggressive manner and how you resolved the situation. Please state if teamwork or collaboration was required and how this operated.

4.3 Aptitude for the Post (maximum 250 words)

Please provide details of how your previous and current experiences and skills, educational training and learning equip you for this post.

4.4 Ethos and Tradition (maximum 250 words)

The ethos of Morning Star House is inspired by the social teachings of Christianity. Please provide details of how you would positively promote and reinforce those principles.'

Please give the names and business addresses of at least three referees.
 These referees should be able to provide references to cover work / school for the last three years. Friends or family referees should not be given

Name & Business Address	Name & Business Address
Telephone Contact Number	Telephone Contact Number
Occupation / Relationship	Occupation / Relationship
Employment dates	Employment Dates
References may be requested prior to the interview Y/N	References may be requested prior to the interview Y/N
Name & Business Address	Name & Business Address
Telephone Contact Number	Telephone Contact Number
Occupation / Relationship	Occupation / Relationship
Employment dates	Employment Dates
References may be requested prior to the interview Y/N	References may be requested prior to the interview Y/N

SECTION 6 GENERAL INFORMATION

Are you related to any Management Committee member, staff member or resident of Morning Star House? Please tick as appropriate

Yes:

No:

If yes, please state to whom and the nature of the relationship:

In the interests of safeguarding, MSH has a duty of care to protect vulnerable adults using its services. Therefore, MSH is obliged to enquire from potential employees about the following:

Have you ever been convicted of a criminal offence (other than minor motoring offences) whether it is spent or not in accordance with the Rehabilitation of Offenders Order (Northern Ireland) 1978?

Yes:

No:

Are you the subject of any legal, criminal or statutory investigations or actions, or are any pending?

Yes:

No:

If yes, please give details. (please note that the provisions of the Rehabilitation of Offenders (Northern Ireland) Order 1978 do not apply for residential work settings)

Date	Details

If invited to interview, do you require any form of reasonable adjustment to be made? YES / NO

Do you have any health conditions for which reasonable adjustment may be made prior to or upon your taking up appointment? YES / NO

Are you aware of anything in your personal or professional life which would be a source of embarrassment to yourself or Morning Star House if it became known, in the event of your appointment. YES / NO

If Yes please give details

Please note that appointment to the post will be made by the Management Committee and may be subject to satisfactory medical and vetting procedures. Employees will be required to complete a satisfactory 12 month probation period before permanent appointment is confirmed.

I declare that the information provided in this application is complete and correct. I understand that false information may lead to termination of employment, withdrawal of a job offer or referral to a statutory body.

Signed _____ Date _____