**Care Worker Vacancy:**APPLICATION PACK

Dear Applicant,

Thank you very much for your interest in this post. As requested, please find enclosed a Job Description, Personal Specification, and an Application Form.

Please ensure that you complete the Application Form in full, providing dates of all your previous employment in date order including any gaps in your employment, as well as completing the Criminal Records Disclosure section. Please also provide two previous employment referees including your current employer or most recent employer; however, if you do not have two employment references please provide one employment and two character or three character references, please read the application form to check the criteria for character references. I confirm we will not seek references until after interview when we will ask your permission to do so first.

We look forward to receiving your completed application; if you are invited to attend an interview, please see the enclosed Information Required Form. If you are successful at interview, we will arrange for an ISA first check and Disclosure Application to be made (which will be explained at interview) and will require you to bring to the interview the information detailed on the Form in order to do so.

If you have any queries regarding this post, or our request for Identification Documents, please do not hesitate contact us on 01271 889152 or 07769 653 477.

Yours sincerely,

Marie Davis

Marie Davis,

Registered Manager.