



- Please complete the application form in full. We will not accept a CV.
- **Please download the application, save it on your desktop, type and email it to [recruit@corksion.ie](mailto:recruit@corksion.ie).**
- Do not enclose written references.
- Following successful interview, the next stage in the recruitment process involves a pre-employment medical check, reference checks and Garda Vetting if applicable.

| Applicant Information |  |                       |  |
|-----------------------|--|-----------------------|--|
| Full Name:            |  |                       |  |
| <i>First Name</i>     |  | <i>Last Name</i>      |  |
| Address:              |  |                       |  |
| <i>Address Line 1</i> |  | <i>Address Line 2</i> |  |
| <i>Address Line 3</i> |  |                       |  |
| <i>City</i>           |  | <i>Country</i>        |  |
| <i>Eircode</i>        |  |                       |  |
| Telephone number:     |  |                       |  |
| E-mail address:       |  |                       |  |

| Applicant Reference Number:   |
|-------------------------------|
| <i>For internal use only:</i> |
|                               |

| Questions & Statement                                                                                                                                                                                                                                                                                        |             |                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Are you legally able to work in Ireland without a work permit?</li> <li>2. Notice Period required in respect of current employment:</li> <li>3. Where/How did you hear of the vacancy in Cork Simon Community?</li> </ol>                                          |             |                                                            |
| IrishJobs                                                                                                                                                                                                                                                                                                    | Indeed      | LinkedIn                                                   |
| Active Link                                                                                                                                                                                                                                                                                                  | Facebook    | Twitter                                                    |
| Other:                                                                                                                                                                                                                                                                                                       |             |                                                            |
| <p>I understand that, as a condition of employment, the information presented in this application form is correct to the best of my knowledge and Cork Simon Community will be entitled to terminate my employment should the contrary prove to be the case. Please add your electronic signature below.</p> |             |                                                            |
| Signed _____                                                                                                                                                                                                                                                                                                 | Dated _____ | <i>All information provided will be kept confidential.</i> |

|                               |  |
|-------------------------------|--|
| Applicant Reference Number:   |  |
| <i>For internal use only:</i> |  |
|                               |  |

| Education |                   |
|-----------|-------------------|
| 1         | High School       |
| 2         | Some College      |
| 3         | Bachelor's Degree |
| 4         | Master's Degree   |
| 5         | PhD               |

Grade:

|                                           |
|-------------------------------------------|
| Do you have full clean driving a licence? |
| Do you have access to a car?              |

|                                    |
|------------------------------------|
| <b>Applicant Reference Number:</b> |
| <i>For internal use only:</i>      |
|                                    |

|                                                                 |
|-----------------------------------------------------------------|
| <b>PREVIOUS EMPLOYMENT (starting with most recent employer)</b> |
|-----------------------------------------------------------------|

|                                |                                      |
|--------------------------------|--------------------------------------|
| <b>Employer:</b>               | <b>Main duties/ responsibilities</b> |
| <b>Job title:</b>              |                                      |
| <b>From:</b><br><br><b>To:</b> |                                      |
| <b>Salary:</b>                 |                                      |
| <b>Reasons for leaving:</b>    |                                      |

|                                |                                      |
|--------------------------------|--------------------------------------|
| <b>Employer:</b>               | <b>Main duties/ responsibilities</b> |
| <b>Job title:</b>              |                                      |
| <b>From:</b><br><br><b>To:</b> |                                      |
| <b>Salary:</b>                 |                                      |
| <b>Reasons for leaving:</b>    |                                      |

|                                    |
|------------------------------------|
| <b>Applicant Reference Number:</b> |
| <i>For internal use only:</i>      |
|                                    |

|                                |                                      |
|--------------------------------|--------------------------------------|
| <b>Employer:</b>               | <b>Main duties/ responsibilities</b> |
| <b>Job title:</b>              |                                      |
| <b>From:</b><br><br><b>To:</b> |                                      |
| <b>Salary</b>                  |                                      |
| <b>Reasons for leaving:</b>    |                                      |

|                                |                                      |
|--------------------------------|--------------------------------------|
| <b>Employer:</b>               | <b>Main duties/ responsibilities</b> |
| <b>Job title:</b>              |                                      |
| <b>From:</b><br><br><b>To:</b> |                                      |
| <b>Salary:</b>                 |                                      |
| <b>Reasons for leaving:</b>    |                                      |

**Applicant Reference Number:**

*For internal use only:*

| TRAININGS |  |
|-----------|--|
|-----------|--|

| VOLUNTARY WORK                 |  |
|--------------------------------|--|
| 1. Name of the organization    |  |
| 2. Address                     |  |
| 3. Phone number                |  |
| 4. Email address               |  |
| 5. Description of the work     |  |
| 6. Date of completion          |  |
| 7. Signature of the volunteer  |  |
| 8. Signature of the supervisor |  |

**Applicant Reference Number:**

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***Please give your main reasons for applying for this position. This is also an opportunity to demonstrate how you meet the requirements of the personal specifications:***

**Applicant Reference Number:**

*For internal use only:*

**REFERENCES**

*(Please give details of two referees: most recent previous employers, who are not friends or relatives)*

Name:

Name:

Position:

Position:

Address:

Address:

Telephone No:

Telephone No:

E-mail address:

E-mail address:

Relationship to  
applicant:  
[i.e. line manager]

Relationship to  
applicant:  
[i.e. line manager]

*Is it alright to make contact with this referee  
either verbally or in writing at stages during  
the recruitment:*

Yes

No

*Is it alright to make contact with this referee  
either verbally or in writing at stages during  
the recruitment:*

Yes

No

**Garda Vetting**

*Are you willing to provide Cork Simon with a  
Garda Vetting Check?*

Yes

No

*Have you ever been convicted of a Criminal  
Offence in Ireland or in any other country?*

Yes

No

*If Yes, please give details:*

*Are there any criminal proceedings pending  
against you in Ireland or any other country?*

Yes

No

*If Yes, please give details:*



**Data Protection Clause:** Cork Simon Community is committed to protecting your personal data and we comply with our obligations under the Data Protection Acts, 1988 – 2018, and the General Data Protection Regulation. A copy of Cork Simon Community's Privacy Statement is available from our website [www.corksimon.ie](http://www.corksimon.ie)

**Applicant Reference Number:**

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**ADDITIONAL INFORMATION**

(to be completed if you want to add additional relevant information to your application)