

Employment Application



Please fill out the fields below as thoroughly and honestly as possible. This information will help us decide if you are a good fit for this position

Note: The sections marked with a red asterisk * are non-optional and these sections must be completed

Position applied for:	Hate Crime Co-ordinator (BHCA)	Ref No (BHCA Use Only)	
Closing Date:	Friday 31st January 2025		
Salary	£28,624(pro-rata)	Hours	22.2 hours per week

Please do not include CV's these will not be considered as part of your application. Please ensure that you have read the Job Description and Person Specification to assist your application

***Full Name:**

First Name		Surname	
Middle Name (s)			

***Date Of Birth:**

***Phone Number:**

***Mobile Number:**

***Email Address:**

***Home Address:**

House No / Name & Street	
Town/City	
County	
Postcode	

***National InsuranceNumber:**

***Do you require a permit to take up this appointment?**

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Applicant Reference Number	
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Professional qualifications (include grade of membership and date of award)

Details of other vocational or technical courses, not included above, along with any apprenticeship/ training in a trade or profession and dates

Applicant Reference Number	
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***Employment**

Please give details of all previous employment starting with your present (or most recent) employer.

***Present/most recent employment**

Dates From	Employer's Name, Address and nature of business	Job Title and main duties	Reason for Leaving

*Notice Period required	
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Please state current salary or most recent salary if not currently employed

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Applicant Reference Number	
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***References**

Please give below the details of two people from whom we can obtain references, at least one of whom should be your present or most recent employer.

	Reference 1	Reference 2	
Name			
Position			
Tel No			
Email			
Address			
Please tick box to your right if you do not wish Referee 1 to be contacted until you have been notified	<input type="checkbox"/>	Please tick box to your right if you do not wish Referee 2 to be contacted until you have been notified	<input type="checkbox"/>

*** Please include a statement of support for your application for all of the sections below, providing as much detail of how you can evidence your skills and abilities for each of sections.**

<p>Demonstrate an understanding of and commitment to maintaining an equal opportunities environment in all aspects of the service delivery and in the community. (Max 500 words)</p>	
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Provide evidence of experience for organising and planning projects or activities, either within a team or as a sole worker, including target-setting, planning, monitoring review and reporting of services.

(Max 500 words)

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Applicant Reference Number	
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Explain how you have gained experience of working with protected characteristic groups (Disabilities, faith, race, gender, sexual orientation)
(Max 500 words)

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Describe what experience you have of using administration systems and processes.

(Max 500 words)

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Give examples of your ability to research /
introduce relevant ideas to colleagues.
(Max 500 words)

Provide evidence of your experience and ability to liaise / network with a range of people / organisations.
(Max 500 words)

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What experience do you have in producing written and verbal communication skills, including presentations? Give examples.
(Max 500 words)

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***Criminal Convictions**

<p>Please give details of any unspent criminal convictions. Posts require Enhanced DBS disclosure. Where we consider that the conviction(s) is not relevant to your application, we will disregard it.</p>	
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	<p>I hereby certify that to the best of my knowledge the details given in this form are correct. I understand that in the event of my being offered employment with Bradford Hate Crime Alliance Ltd any proven falsification, or concealment of any material fact in respect of my application may lead to Bradford Hate Crime Alliance Ltd. withdrawing the offer of employment if employment has not yet commenced or disciplinary action and dismissal if employment has commenced.</p>
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When application form fully completed, email form to recruitment@bradfordhatecrimealliance.org.uk

We do value your application, but in order to save valuable resources we will not be acknowledging applications. If you receive no further communication within one week of the closing date, you may assume that you have been unsuccessful on this occasion. May we take this opportunity to thank you for your interest in the post.

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Equal Opportunities Monitoring Data

This is sensitive personal data and will be treated with the utmost confidentiality in line with the requirements of the General Data Protection Regulation (GDPR). The data will only be used for general statistical and monitoring purposes. The data will not be taken into account in assessing information on your application form.

Ethnic Background

A) White			B) Mixed			C) Asian or Asian British		
<input type="checkbox"/>	British		<input type="checkbox"/>	White and Asian		<input type="checkbox"/>	Bangladeshi	
<input type="checkbox"/>	Irish		<input type="checkbox"/>	White and Black African		<input type="checkbox"/>	Pakistani	
<input type="checkbox"/>	Gypsy or Irish Traveler		<input type="checkbox"/>	White and Black Caribbean		<input type="checkbox"/>	Indian	
<input type="checkbox"/>	Any other white background		<input type="checkbox"/>	Any other Mixed background		<input type="checkbox"/>	Any other Asian background	
<i>(Please specify)</i>			<i>(Please specify)</i>			<i>(Please specify)</i>		
<input type="text"/>			<input type="text"/>			<input type="text"/>		

D) Black or Black British		E) Chinese, Arab or Other Ethnic Group	
<input type="checkbox"/>	African	<input type="checkbox"/>	Chinese
<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	Arab
<input type="checkbox"/>	Any other Black background	<input type="checkbox"/>	Any other Ethnic Background
<i>(Please specify)</i>		<i>(Please specify)</i>	
<input type="text"/>		<input type="text"/>	

The above classification of Black and Minority Ethnic Groups is in line with the 2011 Census Ethnic Categories

Age Group (Please tick as appropriate)											
Under 25	<input type="checkbox"/>	25-34	<input type="checkbox"/>	35-44	<input type="checkbox"/>	45-54	<input type="checkbox"/>	55-64	<input type="checkbox"/>	65+	<input type="checkbox"/>

Gender	
<input type="checkbox"/>	Male
<input type="checkbox"/>	Female
<input type="checkbox"/>	Transgender

* Disability			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If Yes (please Specify)			
<input type="text"/>			

* The Equality Act 2010 defines a person as disabled if they have a physical or **mental** impairment that has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities.

Religion or belief	
<input type="checkbox"/>	Buddhist
<input type="checkbox"/>	Muslim
<input type="checkbox"/>	Sikh
<input type="checkbox"/>	Christian
<input type="checkbox"/>	Hindu
<input type="checkbox"/>	Jewish
<input type="checkbox"/>	Other (Please Specify)
<input type="text"/>	

Sexual Orientation	
<input type="checkbox"/>	Gay man
<input type="checkbox"/>	Gay Woman / Lesbian
<input type="checkbox"/>	Bisexual
<input type="checkbox"/>	Heterosexual / Straight
<input type="checkbox"/>	Other (Please Specify)
<input type="text"/>	