**Yorkshire Wildlife Trust - Personal Details Form**

Personal details will be separated from your CV at the shortlisting stage.

**Post Applying For:** Click here to enter text.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | First Name | | Surname | |
| Click here to enter text. | Click here to enter text. | | Click here to enter text. | |
| Previous Surname | Known As | | Date of Birth | National Insurance No |
| Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. |
| Address | | | | |
| Click here to enter text. Post Code:Click here to enter text. | | | | |
| Email Address | | Telephone Number | | |
| Click here to enter text. | | Click here to enter text. daytime/evening  Click here to enter text. daytime/evening | | |

|  |  |  |
| --- | --- | --- |
| **Please tick YES or NO for the following questions:** | | |
| Question | Yes | No |
| 1. Do you have the right to work in the UK? |  |  |
| 1. Do you have any **unspent** criminal convictions, cautions or reprimands, bind-overs or have you been given a warning for a criminal offence? |  |  |
| If you have answered Yes to Q2, please give details: | | |

|  |
| --- |
| Do you have a previous personal or professional relationship with a member of staff or Trustee of the Yorkshire Wildlife Trust? (if ‘Yes’, please provide details) |
| Yes / No Click here to enter text. |

## **Referees**

Please provide two people who we may contact for a reference on your suitability for the role. One must be your most recent line manager or supervisor, and the second should also be a previous manager/supervisor, or failing that, someone who knows you in a formal or professional capacity. Please ask your referee’s permission to give their details before submitting your application. We will only seek references if your application is successful.

**First Referee:**

|  |  |
| --- | --- |
| Full Name | Relationship (e.g. Manager) |
| Click here to enter text. | Click here to enter text. |
| Business Address | |
| Click here to enter text. Post Code:Click here to enter text. | |
| Email Address | Telephone Number |
| Click here to enter text. | Click here to enter text. daytime/evening |

**Second Referee:**

|  |  |
| --- | --- |
| Full Name | Relationship (e.g. Manager) |
| Click here to enter text. | Click here to enter text. |
| Business Address | |
| Click here to enter text. Post Code: Click here to enter text. | |
| Email Address | Telephone Number |
| Click here to enter text. | Click here to enter text.daytime/evening |

I declare that the information provided in this document is accurate and true to the best of my knowledge. I understand that I may be dismissed if this is not the case, and that canvassing (directly or indirectly) will automatically invalidate my application.

I understandthat the information in my CV and on this form will be used to process my application for employment and if appointed will form the basis of my HR record with YWT. I understand that YWT will store and process my personal data in accordance with the General Data Protection Regulations. **Signed** Click here to enter text. **Date** Click here to enter text.

**Where did you see this post advertised?**   
**Diversity, Equity and Inclusion (DEI) Monitoring Form**  
YWT is committed to DEI in everything that we do. By completing this form you help us to monitor and improve equity and accessibility for people of any race, gender, age, ability, religion or sexual orientation. You do not have to answer all of these questions if you do not wish.

YWT treats personal data collected during the recruitment process in accordance in accordance with the General Data Protection Regulations. Information about how your data is used and the basis for processing your data is provided in our Job Applicant Privacy Notice, included in the job application pack.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Age | Click here to enter text. | | | | |
| Which of the following best describes how you think about yourself? | Woman (Inc. trans woman) | Man (Inc. trans man) | | Non - Binary | |
| Prefer not to say Click here to add details if you wish | | | | |
| Sexual Orientation | Heterosexual | Homosexual | Bisexual | |  |
| Other Click here to add details if you wish | | | | |
| Prefer not to say | | | | |
| Ethnicity (Tick all that apply) | British  English  Irish  Scottish  Welsh  European  Non-European | | Asian  Black  Mixed Heritage\*  White  Other\*  Prefer Not to Say | | |
| \* Click here to add details if you wish | | | | |
| Religion/Belief | Atheist  Buddhism  Christianity  Hinduism | | Islam  Judaism  Sikhism  Other | | |
| Prefer not to say | | | | |
| Are you currently employed? | Yes | | No | | |
| Prefer Not To Say | | | | |

|  |  |
| --- | --- |
| The Equality Act 2010 defines disability as somebody who “has a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities”. Do you consider you have a disability under this definition? | Yes  No  Click here to add details if you wish |
| Prefer not to   say |