



APPLICATION FORM FOR: MEMBERSHIP TO AN INDEPENDENT PANEL

Please print and complete this form using a black/blue ball point pen or request a word version for completion electronically.

Please return it to the address at the end of the form.

Please note: Due to the nature of these posts, if your application is successful, you will be required to undergo appropriate security vetting. All disclosures of a criminal background will be treated with the strictest confidence and checks will only be made in connection with your application for the posts you apply for and for no other purpose. All convictions are likely to be considered relevant to these posts. Disclosure of a criminal record will not, however, necessarily bar you from appointment in the role. In all cases this will depend on the nature of the offence/s and the circumstances surrounding it/them and how long ago they occurred.

PERSONAL DETAILS					
Title:		Forename(s):		Surname:	
Permanent Address:					
Contact Details:	Home:				
	Work:				
	Mobile:				
	Email:				
Date of Birth:					

Do you have a valid Right to Work Document? <i>If you are selected for interview, you will be required to produce the original of any Right to Work Document.</i>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Type of Right to Work document:			
Reference number of Right to Work document:			
Expiry date (if any) of Right to Work document:			

Please indicate which Panel you are applying for:
Please advise of your preferred times for undertaking this role i.e. working hours 9am-5pm, lunch times, after 5pm. Please use a separate sheet of paper if required.

Please provide details of any paid employment that you have had in the past five years. If you are retired, please indicate so and provide details of your last role whilst in employment. *Please use a separate sheet of paper if required.*

Please describe briefly, in the space below, why you wish to join the Panel.

Please use this section to give information about any experience (such as within employment, the voluntary sector, the community, or in your personal life) which you consider may be of relevance to your application and demonstrate how you meet the specification for the post, as outlined in the information leaflet.

Potential conflicts of Interest:

One of the most important requirements for Panel members is that they perform their duties impartially and objectively. All applicants are therefore ask to declare any personal direct or indirect interests, connections or obligations which could, or could be perceived to, influence their actions, decisions or judgment, or make it difficult for them to fulfil their duties fairly. These could include financial interests or share ownership, active connections with a field of expertise in which the public body works, membership of societies, activities associations or employment of a partner or friend in the particular field in which the public body operates.

Any potential conflicts of interest detailed here will not prevent you going forward to interview but may, if appropriate, be explored with you during your interview to establish how you would address the issue(s) should you be successful in your application.

References:

Please give the names and addresses of at least two individuals to whom you are well known personally and/or professionally and, who will provide a reference as to your suitability to carry out the duties of a panel member. These individuals should not be a partner or relative. The referees will not be contacted without first advising you.

	1 st Referee	2 nd Referee
Name:		
Address:		
Occupation:		
Telephone:		
Email:		
Capacity in which referee knows you:		

Declaration:

I declare that the information given on this application is complete and correct to the best of my knowledge. I understand that should I make a false statement regarding my history by completing this form incorrectly I will, if appointed, be liable to termination of my contract with or without notice.

Signed.....

Date.....

Please ensure that you have completed all sections of this form and return it to: Home Affairs, Sir Charles Frossard House, La Charroterie, St. Peter Port, GY1 1FH or via email to:

homeaffairs@gov.gg

Information Processing Data Protection Statement

The data collected on this application form will be held in accordance with the Data Protection (Bailiwick of Guernsey) Law, 2017, and will be stored securely and shared by officers employed within the Committee for Home Affairs and the Chair of whichever Panel you are applying for membership to, for purposes of recruitment and selection only.

If you are not successful in the process this application form will be destroyed with immediate effect.

The information will not be disclosed to any third party without your consent.