

**Focus Counselling Application Form**

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| **Post Applied For: Trainee Counsellor** |

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| **Name** |  |
| **Current address** |  |
| **Contact Information** | **Mobile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Home Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

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| **Do you have the right to take up employment in the UK? YES / NO** |
| **If the answer is no, please provide further details:** |

**Qualification and Education**

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| **Please list from GCSE or equivalent to degree level, and post graduate study in chronological order** | | |
| **Establishment** | | **Qualification Received / Date** |
| **Professional Memberships** | | |
| **Please list membership of any professional bodies (BACP, HPC, NCS etc.)** | | |
| **Professional Body** | **Membership (Inc Student)** | |

**Employment History**

**Please list your present or most recent position, including any voluntary positions held:**

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| **Dates from** | **Dates to** | **Name of Employer** | **Job title, description of duties, responsibilities,**  **and reason for leaving** |

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| **Do you hold a full driving licence? If yes, do you have any current endorsements?** |
| **Do you have any other training, qualifications, skills or personal qualities relevant to the post?** |
| **Please give details of, and provide an explanation for, any time when you were not either working or in full-time education** |
| **Please use this space to say why you are interested in the post for which you have applied (*continue on additional sheet if necessary*). Please state why you feel you are the best person for the job and provide any further information that may assist you in this application.**  **Do you hold a current DBS check? Yes/No.**  **If the answer to the above question is yes please attach a copy**  **Please give the names and addresses of your two most recent employers (if applicable). If you are unable to do this, clearly outline who your referees are:**  **Reference 1 :**  **Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Position (Job Title) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Work relationship:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Organisation Contact Information:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**    **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Reference 2 :**  **Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Position (Job Title) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Work Relationship:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Organisation Contact Information:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**    **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Declaration**  **I hereby certify that all the information given by me on this form is correct to the best of my knowledge & all the questions relating to me have been accurately & fully answered.**  **Signed :** |