





**Part 4: References**

Please give the names of two people, not relatives, to whom ROCC could apply for a reference.

Name _____	Name _____
Address _____ _____ _____	Address _____ _____ _____
Telephone No _____	Telephone No _____
Occupation _____	Occupation _____
Relationship _____	Relationship _____
Time known _____ Years	Time known _____ Years

References will NOT be taken up unless you are offered an appointment.

---

**Part 5: Declaration**

In some circumstances legislation restricts ROCC’s ability to utilise close relatives or partners of existing members of staff and/or Management Committee members as Trustees.

Applicants are required to declare any such relationship or interest in the space provided below. Please note that a close relationship or interest will not necessarily bar an applicant from employment.

---

ROCC reserves the right to confirm the factual basis of any information you have provided. If any particulars given by you in this application are found to be false or if you wilfully admit or suppress any material facts you may be liable to dismissal if appointed.

I declare to the best of my knowledge the information provided on this form is correct.

Signed \_\_\_\_\_ Date \_\_\_\_\_



## EQUAL OPPORTUNITIES

ROCC is legally bound and therefore committed to take positive steps to ensure that no-one is treated less favourably on the grounds of race, gender, marital status, sexual orientation, nationality, ethnic or national origin, colour, creed, disability or age (legal restrictions excepted).

To assist us in monitoring our policy, and for no other reason, please answer the following questions. This information is treated as strictly confidential and this form will not be used in the selection process.

### Completing this section of the application form is voluntary.

Position Applied For \_\_\_\_\_

Surname \_\_\_\_\_ First Names \_\_\_\_\_

Title: Mr / Mrs / Ms / Miss \_\_\_\_\_ Date Of Birth \_\_\_\_\_

1. Please show which group best describes your ethnic origin or descent by ticking one of the boxes below:

What is your ethnicity or descent?

White European

Black African

Bangladeshi

White Other

Black Other

Chinese

Black Caribbean

Indian

Other

Black British

Pakistani

Refused / Not Known

2. Have you a disability we should know about?

Yes  No

If Yes, please give some further details

---

---

3. Are there any factors which might affect your ability to undertake the job?

---

---

---

4. If you are shortlisted, are there any special arrangements which will help you in attending for interview?

---

---

---