

Monitoring Form

Private and confidential



This section will be detached from your application.

Jigsaw Homes Group will prepare anonymous data in aggregate format to the Board on protected characteristics such as age, ethnicity, gender, transgender, sexual orientation, religion or belief, and disability. The purpose of this is to determine if our workforce is truly representative of the communities that we serve, and to assist us with advertising campaigns to target specific groups that may be under represented as part of a general recruitment campaign. This is called 'monitoring data' and it will also be used to identify and tackle instances of discrimination and harassment. The completion of this form is in accordance with the Employee and Board Member Privacy Notice.

Title	First Name	Last Name
National Insurance Number		Post applied for
Address		Post Reference No
_____ _____ _____ Postcode		Contact Details
		Mobile
		Email

Other personal information (Please tick)

Gender Female <input type="checkbox"/> Male <input type="checkbox"/> Transgender <input type="checkbox"/> Non Binary <input type="checkbox"/> Prefer not to say <input type="checkbox"/>	Date of Birth
Sexual orientation Bisexual <input type="checkbox"/> Gay <input type="checkbox"/> Heterosexual <input type="checkbox"/> Lesbian <input type="checkbox"/> Prefer not to say <input type="checkbox"/>	
Religion or belief Buddhist <input type="checkbox"/> Christian <input type="checkbox"/> Hindu <input type="checkbox"/> Jewish <input type="checkbox"/> Muslim <input type="checkbox"/> Sikh <input type="checkbox"/> None <input type="checkbox"/> Prefer not to say <input type="checkbox"/> Other <input type="checkbox"/> _____ (Please specify)	

Ethnic origin (Please tick)

A. White	British <input type="checkbox"/>	Irish <input type="checkbox"/>	White other <input type="checkbox"/>
B. Mixed	White and Black Caribbean <input type="checkbox"/>	White and Black African <input type="checkbox"/>	White and Asian <input type="checkbox"/>
	Other mixed <input type="checkbox"/>		
C. Asian or Asian British	Indian <input type="checkbox"/>	Pakistani <input type="checkbox"/>	Bangladeshi <input type="checkbox"/>
			Other Asian <input type="checkbox"/>
D. Black or Black British	Caribbean <input type="checkbox"/>	African <input type="checkbox"/>	Other Black <input type="checkbox"/>
E. Chinese or other ethnic group	Chinese <input type="checkbox"/>	Other <input type="checkbox"/>	
Prefer not to say	<input type="checkbox"/>		

Disability Information

The Equality Act 2010 defines a person as having a disability if he/she has a physical or mental impairment which has a substantial and long term effect on his/her ability to carry out normal day to day duties.

Do you consider yourself to have a disability as defined above? Yes No

Criminal Convictions

Declaration of Criminal Offences

The Rehabilitation of Offenders Act of 1974 states that an individual who has a conviction for a criminal offence is, after a specified time, allowed to treat the conviction as if it never occurred ie the conviction is "spent".

Only offences which are not "spent" need to be declared. The Act provides that certain offences shall be regarded as spent at the date you sign the application form. Applicants are reminded that certain posts are exempt and therefore you may be required to reveal any criminal convictions you might have, including any which may otherwise be considered "spent" under the Act. Further information will be included in this recruitment pack if the post is exempt.

Do you have a criminal record or pending conviction? Yes No
If so, please give details.

(Your application will still be considered bearing in mind the duties & responsibilities of the role)

To your knowledge are you related to a present Board member or employee of Jigsaw Homes Group? Yes No

If 'Yes' give details _____

Are you a tenant of the Group? Yes No

How did you find out about this vacancy? (Please tick media)

Jigsaw Homes Group website Other website (please specify) _____

Job Centre Plus

From existing employee Publication Other (please specify) _____

Data Protection Act 1998

The personal data that you provide will be used for monitoring purposes to enable Jigsaw to meet its statutory obligations under the Equality Act 2010.

I understand that any offer will be subject to satisfactory references, DBS check (where necessary) and medical clearance.

I agree to the processing of the information that I have provided in accordance with GDPR & the Group's registration with the Data Protection Information Commissioner.

Signed _____

Date _____