



REF ID:

FOR OFFICE USE ONLY:

Proposed start date:

Next steps:

Up-skilling Programmes Application Form

1. Personal Details

First name:	Surname:
Address:	
Mobile:	Other phone:
Email address:	
Gender:	Date of Birth:
Country of birth:	
If your country of birth is not Ireland, when did you arrive in Ireland? (month and year)	

2. Referral Details

Are you linked in with a referring agency/ support agency?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please ask your support worker to complete this section:		
Name of referring support agency:		
Address / site of referring support agency:		
Name of support worker:		
How does your client demonstrate they are ready for work? (include examples of how the client has moved on; positions of responsibility; timekeeping; reliability and behaviour)		
I confirm that this client has been risk assessed <input type="checkbox"/>		
Support worker phone no:		
Support worker email address:		

FOR OFFICE USE ONLY	Date:	Assessed by:
Proposed Service: RFW <input type="checkbox"/> EPIC <input type="checkbox"/> RISE <input type="checkbox"/>		
English Test: Oral: %	Written: %	

Proof of residency status:

EU/Irish Passport

Asylum Seeker with work permit

Other ID

None

GNIB card with Stamp 4

Reason for Stamp 4: _____

GNIB card with Stamp 1g

GNIB Expiry Date: _____

3. How did you hear about us?

Referral agency

I know someone who attended the programme

Friend

Internet

Other

Please explain: _____

4. Employment

a. Are you unemployed? Yes No

b. If yes, how long have you been unemployed in Ireland? (month and year) _____

c. If you are employed, please give details of your job.

Role _____ Days per week _____ Hours per day _____

d. What types of employment are you looking for? E.g. retail, construction, IT, customer service etc.

e. Do you have a CV? Yes No (If yes, we will ask for your CV at a later stage)

5. Education / skills

a. Please tick all the levels of education you have completed

Primary School

Secondary School/High School

Further Education / FAS / FETAC

Degree

Postgraduate (Masters/PhD)

b. If you have a Further Education, Degree or Postgraduate qualification please give details:-

• What qualification do you have (including subject)? _____

• Did you complete it in Ireland? Yes No

• How long did your qualification take? _____

c. How strong are your IT skills? Circle or highlight a number on the scale (1= low, 5 =high) 1 2 3 4 5

d. What can you do on a computer? Please list:

e. If English is not your first language, do you have any English language qualification? Yes No

f. If yes, what is your qualification? _____
What year did you get it? _____

g. Do you have a valid Irish driving licence? Yes No

6. Your current situation

a. Are you receiving a social welfare payment? Yes No

If yes, please give details of payment _____

b. Are you currently living with your partner and/or other family member(s)? Yes No

c. If yes, is your partner and/or other family member(s) currently working? Yes No

d. Do you have any children who are dependent on you? _____ If yes, how many? _____

e. Are you parenting alone (single parent)? Yes No

f. Do you have commitments e.g. childcare or part time/ casual employment that could affect your ability to attend the programme? _____

g. Do you have or are you facing any criminal convictions? Yes No

You can speak in more detail to a Business in the Community staff member.

7. Accommodation

a. What type of accommodation do you live in currently?

Private-rented Family Home

Hostel Other (Explain) _____

Have you been homeless within the last two years? Yes No

b. If yes, please state how long have you been homeless for : _____

(Homeless includes sleeping in the streets/ a squat/ a B&B/ a hostel/ with friends or family on a temporary basis)

8. Health

a. Do you have any mental or physical health issues that might affect your ability to work? Yes No

b. Have you ever had a drug/alcohol dependency? Yes No

You can speak in more detail to a Business in the Community staff member.

10. Data Protection / Declaration of Consent

Data Privacy Notice (It is important that you read the information below before you sign)

- You have the right to know how we use your personal information.
- You have a right to request any information we hold about you (Right of Access) and you can do so by using the contact details at the bottom of this page.
- We are required to collect personal information in order to assess your eligibility for our employment programmes, to monitor their effectiveness, and to provide statistical data to our funders. We will store your data in a confidential

and secure manner. For participants of our programmes, we will store your data for a period of 3 years. In the case of those who apply but do not start a programme, we will retain your data for 1 year.

- For participants starting a work placement, we may be required to provide personal data, including sensitive data (e.g. health and any unspent criminal convictions), to a potential placement company so that we can make a good match.

Consent

Please sign below to confirm that the information given is true and complete and that it can be used for the purposes of the programme as outlined above. False or misleading information may lead to an application being disqualified.

Signed: _____

Date: _____

You can send in the form by email to info@purplunicorn.com. If you have any questions about this form or our programmes, please contact us: info@purplunicorn.com / 068 58118