Full name:

Name of College / University:

Course title:

Preferred dates / Frequency:

Application for Further Education Work Placement



**Scottish Society for the Prevention of Cruelty to Animals**

Kingseat Road, Halbeath, Dunfermline KY11 8RY Scottish Charity No. SC 006467

## 03000 999 999

### scottishspca.org



Please send your completed application to [volunteersemail@scottishspca.org.](mailto:volunteersemail@scottishspca.org)

Applicant details:

Address:

Postcode:

Contact No.

Email:

Course details:

Name of College / University:

Address:

Postcode:

Contact No.

Email:

Contact Name:

Contact Email:

01



Qualifications and information

What are your career goals:

What are your hobbies/interests and how do they relate to your plans for the future?

Can you please tell us why you would like to carry out work experience with the Scottish SPCA?

02



Qualifications and information

Please tell us about anything you think is relevant to your application (Be sure to include any additional health, wellbeing or learning needs in order that we might give you the best experience possible.).

Have you ever been charged with a criminal offence or do you have any unspent criminal convictions? Yes No

We recognise the contribution that ex-offenders can make and welcome applications from them. A person’s criminal record will not in itself automatically prevent the person from completing a work placement with us. Failure to disclose relevant information or providing false or misleading information will result in immediate withdrawal of your placement.

Please provide full details of all unspent convictions below. You are not required to disclose convictions that are spent under the Rehabilitation of Offenders Act 1974.

# 03

**GDPR AND DATA PROTECTION ACT 2018**

The information collected on the Work Experience Application Form will only be used for the purposes of recruitment and selection for the work experience opportunity you have applied for with the Scottish SPCA, in accordance with General Data Protection Regulation. As you will appreciate, we need to use your personal information to process your application, determine your suitability for the role, comply with our legal obligations and take steps towards entering into an agreement with you. The information

contained on this form will be held securely within the Human Resources department for up to 6 months to enable us to administer your application. It will also be sent to relevant departmental representatives and / or potential volunteer line-managers to allow them to decide on your application.

Please sign here to indicate that all the information you have given us in this form is true, a far as you know.

Signature:

Date: DD/MM/YY



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