



## Work Experience Details Form

### Personal Details

Title: *Mr/Mrs/Miss/Ms*

Forename:

Surname:

Address:

Post code:

Telephone Number:

Student's Mobile Number:

Student's Email Address:

Date of Birth:

### Education

Previous Qualifications with dates achieved:

Current College or University Name:

Dates:

Course Supervisor Name:

Telephone number:

Course Supervisor Email:

Course and subjects being studied:

We require that work experience be for a **minimum of a block of 3 weeks** commitment to our charity. What dates would you be willing to offer to Tiggywinkles:

**Available From:** \_\_\_\_\_ **Available To:** \_\_\_\_\_ (please include weekends in your dates)

**Number of Weeks Wanted:** \_\_\_\_\_

All students are required to work one day each weekend:     Saturdays     Sundays     Either

What are your objectives:

## Employment / Work Experience Details

Current/Last Employer:

Company:

Address:

Dates:

Job Title:

Duties:

Days / Hours:

## Relevant Medical Details

Tetanus is a serious bacterial infection that can be spread by animal bites. Accordingly, and given that working in close proximity to and handling animals is an intrinsic function of the role for which you have applied, it is very important that your tetanus vaccination (which lasts for ten years) is up to date. Please confirm below whether this is the case.

Yes \_\_\_\_\_ No \_\_\_\_\_ Date of Last Vaccination: \_\_\_\_\_

The work can be very active and involves bending and lifting. In particular, lifting and handling animals and heavy items such as bags of feed and bedding materials and cleaning cages at different heights are intrinsic functions of the role for which you have applied.

Please indicate below whether you have any medical condition(s) which may prevent you from carrying out these intrinsic functions, e.g. bad back.

Please also indicate if you consider that there are any reasonable adjustments which could be made to allow you to carry out these intrinsic functions, notwithstanding your medical condition(s).

Medical Condition:

Reasonable Adjustments Required:

The work involves working with lots of different species of animals, handling feed and bedding materials such as hay and straw and cleaning cages with appropriate chemical substances; all of which are intrinsic functions for the role. Latex gloves are also usually worn by our staff.

Please indicate below whether you have any medical condition or any phobia or allergies that may be relevant to this position.

Please also indicate if you consider that there are any reasonable adjustments which could be made to allow you to carry out these intrinsic functions, notwithstanding your medical condition, phobia or allergy.

Medical Condition/Phobia/Allergy:

Reasonable Adjustments Required:

**Emergency Contact:**

Name:

Relationship to you:

Contact Numbers:

Email Address:

<b>Doctor's Surgery:</b> Doctor's Name: Surgery Name:	Telephone Number: Address:
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**Animal & Charity Work**

Please detail all experience of working with animals and charity involvement:

**Leisure Time**

Hobbies/leisure interests

Do you support Hunting / shooting / falconry?

How did you come to hear about Tiggywinkles?

Any other information you would like to give that you feel is relevant to this placement:

I declare that the information given is correct.

Signed:	Date:
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The information on this form will be stored on the Tiggywinkles database to be used only by Personnel, Team Leaders and Nursing staff. Please tick this box if you do not give your consent

**Please complete this form and send to:**

**Mrs Helen Harvey,  
Tiggywinkles,  
Aston Road,  
Haddenham,  
Bucks HP17 8AF**



*Help Us Help Them*

Tel : 01844 292 292  
helen@tiggywinkles.org  
**www.tiggywinkles.com**

<b>Office Use Only</b>		
Date Received	Date of Initial Contact	
<b>Placement Dates:</b>	<b>Area:</b>	
<b>Process</b>	<b>Date Completed</b>	<b>Completed By</b>
Personnel Database updated		
Induction Paperwork completed		