

# SOMA HEALTHCARE LIMITED

Suite 17, Beaufort Court

Admiral's Way

Isle of Dogs

E14 9XL

**Tel.:** 020-7093-4710 **Fax:** 020-7093-4692

## Employment Requirement

Thank you for applying to work with Soma Healthcare Limited. In order to process your application form we require the following:

- Your Passport
- Proof you have right to work in the country
- Two Proof of Address is required:
  - One utility bill e.g. electricity/gas, water, telephone land line (dated within the last 3 months) and Council tax
  - One Bank Statement dated within the last 3 months, P60, P45, Provisional Driving Licence and Paper Counterpart, Proof of National Insurance Number from your NI Card/Letter or most recent pay slip
- Original certificates in care that you have (preferably Diploma Level 2 in Health and Social Care) if you do not have Diploma Level 2, you may still register with Soma, but you will have to register for the Diploma Level 2 course within the first six (6) months of employment
- If you are a student, a valid student pass/an enrolment letter is required
- One passport photograph
- DBS Disclosure Certificate to be done with Soma only after you have successfully passed an interview

We hope you understand the importance of the above documents being submitted. This is a legal requirement because you may be working in the community with the elderly, frail physically disabled children and wheelchair users etc.

We would like to take this opportunity to thank you for your time and cooperation.

B. Akinola  
Snr. Admin. Officer.

Soma Healthcare Limited is an Equal Opportunities Employer

Dec 2014