#### Disability Confident Form

If you wish to apply under the Disability Confident scheme, please complete the Disability Confident Form below and return it with your application.

If you would like to have a conversation with us about reasonable adjustments, please contact andrew.timlin@hays.com .

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| Section A – Personal Details |
| **Title:** |  |
| **Forename(s):**  |  |
| **Surname(s):** |  |
| **Email address:** |  |

| Section B – Disability Confident Scheme |
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| The Department for Business and Trade (DBT) is committed to providing equality of opportunity for all candidates during the selection process, so that appointments are selected from the widest pool of talent available. We guarantee an interview to any candidate who:* has disclosed a disability as defined under the Equality Act 2010 (see definition below); and
* meets the essential criteria for the post(s) in question, as set out in the role advertisement.

The Equality Act 2010 defines a person as disabled if they have a physical or mental impairment and the impairment has a substantial and long-term adverse effect on their ability to carry out normal day to day activities.If you wish to apply under the Disability Confident Scheme, please complete this Disability Confident Form and return it with your application.* For further information on the definition of disability under the Equality Act 2020 please read: <https://www.gov.uk/definition-of-disability-under-equality-act-2010>
* For more information on recording whether you have a disability please read: <https://www.gov.uk/government/publications/disability-confident-scheme-for-public-appointments>
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| I have a disability and would like to apply under the Disability Confident Scheme?[ ]  Yes[ ]  No[ ]  Prefer not to say |
| Do you require any reasonable adjustments for this application? (e.g. alternative format to fill in the application, extra time if presentation is requested as part of the interview, braille notes etc.)[ ]  Yes[ ]  No[ ]  Prefer not to sayIf yes, you may choose to provide further details below:(Click or tap here to enter text.) |

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| **Signature:** |  | **Date:** |  |

**All applications will be acknowledged by email after the closing date.**