

How to apply for a job – Check your equal opportunities in NHS Jobs quick guide

This guide gives you instructions for how to add your equal opportunities information to your application in the NHS Jobs service.

You'll need to answer the guaranteed interview scheme and equality and diversity questions.

If you've previously applied for a role and saved your application information to your applicant profile, you can choose to use this saved information when completing an application.

You'll need to complete your equality and diversity monitoring information. The information collected will be treated confidentially and used for statistical purposes only, not to identify individuals.

If you save your application information, you can use it to apply for other roles and any previous information will be replaced.

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Guaranteed interview scheme

This page gives you instructions for how to answer the guaranteed interview scheme question.

Important: In this example, the **Guaranteed interview scheme** status is '**STARTED**' and your application is incomplete as you've completed 5 out of 10 sections.

To answer the guaranteed interview scheme question, complete the following steps:

1. Select the '[Guaranteed interview scheme](#)' link.

The screenshot shows the NHS Jobs website interface for an Assistant Manager application. The page is titled 'Assistant Manager application' and indicates that the application is incomplete, with 5 out of 10 sections completed. The sections are listed in two columns, with their completion status shown in a box.

Section	Status
Contact details	COMPLETED
Right to work	COMPLETED
Qualifications	COMPLETED
Training	COMPLETED
Job history	COMPLETED
Essential and desirable criteria	NOT STARTED
Unspent criminal convictions and/or cautions	NOT STARTED
Guaranteed interview scheme	NOT STARTED
Equality and diversity	NOT STARTED
Socio-economic background	NOT STARTED

The 'Guaranteed interview scheme' section is highlighted with a yellow circle and the number '1'. Below the sections, there is a message: 'You need to complete all sections before you can send your application.' and a link to 'Save and come back later'.


At the bottom of the page, there are links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance'. The copyright notice is '© Crown copyright'.

Have any of the following affected your ability to carry out your daily activity for more than 12 months?

This page gives you instructions for how to confirm if any of the following affected your ability to carry out your daily activity for more than 12 months.

To confirm if any of the following affected your ability to carry out your daily activity for more than 12 months, complete the following steps:

1. Select the 'help with this question' link for more information (optional).
2. Select an answer:
 - 'Yes'
 - 'No'
 - 'Prefer not to say'
3. Select the '[Save and continue](#)' button.



[Sign out](#)
[English](#) | [Cymraeg](#)

[Search](#)
[Your saved jobs](#)
[Your job alerts](#)
[Your profile](#)
[Your applications](#)

BETA Your [feedback](#) will help us to improve this service.

[< Go back](#)

Assistant Manager application

Have any of the following affected your ability to carry out your daily activity for more than 12 months?

You:

- are neurodivergent
- have a disability
- have a health condition

1 [▼ Help with this question](#)

If you have a physical or mental impairment, it might be harder to do day-to-day activities both in your personal life and at work.

NHS employers are supportive of neurodivergent applicants and those with disabilities or health conditions. They are committed to employing them.

Answer yes if your condition has or will affect you for more than 12 months.

Yes

2 No

or

Prefer not to say

3 [Save and continue](#)

[Save and come back later](#)

[Privacy policy](#)
[Terms and conditions](#)
[Accessibility Statement](#)
[Cookies](#)
[Help and guidance](#)

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Select any of the following that apply to you

This page gives you instructions for how to select any of the following that apply to you.

Important: This page is only shown if you're adding an impairment.

To select any of the following that apply to you, complete the following steps:

1. Select an answer.
2. Select the ['Save and continue'](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue navigation bar with the NHS logo and 'Jobs' text. On the right side of the bar, there are links for 'Sign out', 'English', and 'Cymraeg'. Below the navigation bar, there are several menu items: 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' notice is present, stating 'Your feedback will help us to improve this service.' The main content area is titled 'Assistant Manager application' and features the heading 'Select any of the following that apply to you'. Below this heading, there is a sub-heading 'People may experience more than one type of impairment, you can select more than one.' and a note 'If another category applies, choose 'Other''. There are five checkboxes with corresponding labels: 'Physical impairment', 'Sensory impairment', 'Mental health condition', 'Learning disability or difficulty', and 'Long-standing illness'. A yellow circle with the number '1' is placed to the left of the 'Mental health condition' checkbox. Below these checkboxes, the word 'or' is displayed, followed by an 'Other' checkbox. A green button labeled 'Save and continue' is positioned below the 'Other' checkbox, with a yellow circle and the number '2' to its left. A link 'Save and come back later' is located below the 'Save and continue' button. At the bottom of the page, there is a footer with links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with the text '© Crown copyright'.

Do you want to be considered for interview under the Disability Confident scheme?

This page gives you instructions for how to confirm if you want to be considered for interview under the Disability Confident scheme.

Important: You'll only see this page if you've confirmed you have an impairment.

To confirm if you want to be considered for interview under the Disability Confident scheme, complete the following steps:

1. Select an answer.
2. Select the ['Save and continue'](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue navigation bar with the NHS logo, 'Jobs', and a 'Sign out' button. Below this, there are links for 'English' and 'Cymraeg'. A secondary navigation bar contains links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' banner indicates that user feedback will help improve the service. The main content area is titled 'Assistant Manager application' and asks 'Do you want to be considered for interview under the Disability Confident scheme?'. It explains that Disability Confident employers offer interviews to applicants who declare their disability, provided they meet the minimum criteria. Two radio buttons are provided: 'Yes' (selected) and 'No'. A green 'Save and continue' button is highlighted with a yellow circle and the number '2'. A 'Save and come back later' link is also present. The footer contains links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with a copyright notice: '© Crown copyright'.

Are you a member of the UK Armed Forces Community?

This page gives you instructions for how to confirm if you're a member of the UK Armed Forces community.

To confirm if you're a member of the UK Armed Forces community, complete the following steps:

1. Select an answer.
 - 'Yes'
 - 'No'
 - 'Prefer not to say'
2. Select the ['Save and continue'](#) button.

The screenshot shows the NHS Jobs application interface. At the top, there is a blue header with the NHS logo and 'Jobs' text. On the right, there is a 'Sign out' button and language options for 'English' and 'Cymraeg'. Below the header, there is a navigation bar with links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' notice states 'Your feedback will help us to improve this service.' The main content area is titled 'Assistant Manager application' and asks 'Are you a member of the UK Armed Forces community?'. It explains that there is a scheme encouraging employers to consider members of the Armed Forces community for interview if they meet their minimum criteria. The NHS is part of the scheme, and employers will consider an applicant's military experience and transferable skills. There are three radio button options: 'Yes', 'No', and 'Prefer not to say'. A yellow circle with the number '1' is next to the 'No' option. Below the radio buttons is a green button labeled 'Save and continue' with a yellow circle and the number '2' next to it. A link 'Save and come back later' is also present. At the bottom, there is a footer with links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with the text '© Crown copyright'.

Do you want to be considered under the Guaranteed Interview scheme?

Important: You'll only see this page if you're a member of the UK Armed Forces community.

To confirm if you want to be considered for interview under the Guaranteed Interview scheme, complete the following steps:

1. Select an answer.
2. Select the ['Save and continue'](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue navigation bar with the NHS logo, 'Jobs', and a 'Sign out' button. Below this, there are links for 'English' and 'Cymraeg'. A secondary navigation bar contains links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' banner indicates that user feedback will help improve the service. The main content area is titled 'Assistant Manager application' and asks the user 'Do you want to be considered for interview under the Guaranteed Interview scheme?'. It explains that the employer will be encouraged to interview the user if they meet the minimum criteria. There are two radio button options: 'Yes' and 'No', with a yellow circle containing the number '1' next to the 'Yes' option. Below the radio buttons is a green 'Save and continue' button, with a yellow circle containing the number '2' next to it. A link for 'Save and come back later' is also present. The footer contains links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with a copyright notice for '© Crown copyright'.

Check and save your guaranteed interview scheme answers

This page gives you instructions for how to check and save your guaranteed interview scheme answers.

To check, change and confirm your guaranteed interview scheme answers, complete the following steps:

1. Select a 'Change' link:
 - ['Do you have a health condition or disability or are you neurodivergent and has this affected your ability to carry out your daily activities for more than 12 months?'](#) (optional)
 - ['Which impairment do you have?'](#) (optional)
 - ['Do you want to be considered for interview under the Disability Confident scheme?'](#) (optional)
 - ['Are you a member of the UK Armed Forces community?'](#) (optional)
 - ['Do you want to be considered for interview under the Guaranteed Interview scheme?'](#) (optional)
2. Select the ['Save and continue'](#) button.

Go to the [next page](#) to see the screenshot.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your [feedback](#) will help us to improve this service.

Assistant Manager application

Check and save your guaranteed interview scheme answers

Do you have a health condition or disability or are you neurodivergent and has this affected your ability to carry out your daily activities for more than 12 months?	Yes	Change
Which impairment do you have?	Mental health condition	Change
Do you want to be considered for interview under the Disability Confident scheme?	Yes	Change
Are you a member of the UK Armed Forces community?	Yes	Change
Do you want to be considered for interview under the Guaranteed Interview scheme?	Yes	Change

2 [Save and continue](#)

1

[Privacy policy](#) [Terms and conditions](#) [Accessibility Statement](#) [Cookies](#) [Help and guidance](#)

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Go to the '[Application task list](#)' next page.

Application task list

This page gives you instructions for how to view your application task list.

Important: In this example, the **Guaranteed interview scheme** status is '**COMPLETED**' and your application is incomplete as you've completed 6 out of 10 sections. You need to complete all sections before you can send your application.

To start another section of your application, complete the following steps:

1. Select the ['Equality and diversity'](#) link.
or
2. Select the 'Save and come back later' link (optional).

NHS Jobs
Sign out

English | Cymraeg

Search
Your saved jobs
Your job alerts
Your profile
Your applications

BETA Your [feedback](#) will help us to improve this service.

NHS Jobs Training Products

Assistant Manager application

Application incomplete

You have completed 6 of 10 sections.

Add your personal details

[Contact details](#) COMPLETED

Add your right to work status

[Right to work](#) COMPLETED

Add your qualifications, training and job history

[Qualifications](#) COMPLETED

[Training](#) COMPLETED

[Job history](#) COMPLETED

Add your supporting evidence

[Essential and desirable criteria](#) NOT STARTED

Add further information the employer needs from you

[Unspent criminal convictions and/or cautions](#) NOT STARTED

Check your equal opportunities

[Guaranteed interview scheme](#) COMPLETED

1 [Equality and diversity](#) NOT STARTED

[Socio-economic background](#) NOT STARTED

Job details

Closing date
01 October 2026

Job reference number
C1567-26-0013

[View the job advert \(opens in new tab\)](#)

You need to complete all sections before you can send your application.

2 [Save and come back later](#)

[Privacy policy](#) | [Terms and conditions](#) | [Accessibility Statement](#) | [Cookies](#) | [Help and guidance](#)

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Tip: To find out how to complete your application, go to a user guide or video from the ‘**Apply for a job**’ section of the [‘Help and support for applicants’](#) webpage.

You’ve added your guaranteed interview scheme answers.

Equality and diversity monitoring

This page gives you instructions for how to check your equality and diversity monitoring questions.

Important: The information collected will be treated confidentially and used for statistical purposes only, not to identify individuals.

Read the information on the page and complete the following step:

1. Select the ['Continue'](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue header with the NHS logo and 'Jobs' text. On the right side of the header, there is a 'Sign out' button and language options for 'English' and 'Cymraeg'. Below the header, there is a navigation bar with links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' banner indicates that user feedback will help improve the service. The main content area is titled 'Assistant Manager application' and 'Equality and diversity monitoring'. It explains that the Equality Act 2010 sets out protected characteristics and that the employer has a duty to monitor recruitment to ensure a diverse and inclusive workforce. A list of protected characteristics is provided: gender and gender reassignment, marital status, pregnancy, birth and any maternity or paternity leave for either, sexual orientation, age, ethnicity, and religion. It notes that users can select 'prefer not to say' if they do not want to answer any of these questions. A green box with a blue border contains the text: 'The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.' At the bottom of this box, there is a yellow circle with the number '1' and a green 'Continue' button. The footer contains links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with a copyright notice: '© Crown copyright'.

What is your gender?

This page gives you instructions for how to confirm your gender.

To confirm your gender, complete the following steps:

1. Select an answer.
2. Select the [‘Save and continue’](#) button.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your feedback will help us to improve this service.

[< Go back](#)

Assistant Manager application

What is your gender?

The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.

1 Male
 Female
or
 Prefer not to say

2

[Save and come back later](#)

[Privacy policy](#) [Terms and conditions](#) [Accessibility Statement](#) [Cookies](#) [Help and guidance](#)

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Is your gender the same as that assigned at birth?

This page gives you instructions for how to confirm if your gender is the same as that assigned at birth.

To confirm if your gender is the same as that assigned at birth, complete the following steps:

1. Select an answer.
2. Select the [‘Save and continue’](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue header with the NHS logo and 'Jobs' text. On the right side of the header, there is a 'Sign out' button and language options for 'English' and 'Cymraeg'. Below the header, there is a navigation bar with links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' banner indicates that user feedback will help improve the service. The main content area is titled 'Assistant Manager application' and features the question 'Is your gender the same as that assigned at birth?'. Below the question, a vertical bar contains a confidentiality notice: 'The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.' There are three radio button options: 'Yes', 'No', and 'Prefer not to say'. A yellow circle with the number '1' is placed to the left of the 'No' option. Below the radio buttons, a green button labeled 'Save and continue' is highlighted with a yellow circle and the number '2'. A link for 'Save and come back later' is located below the button. At the bottom of the page, there is a footer with links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with a copyright notice: '© Crown copyright'.

What is your marital status?

This page gives you instructions for how to confirm your marital status.

To confirm your marital status, complete the following steps:

1. Select an answer.
2. Select the [‘Save and continue’](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue navigation bar with the NHS logo, 'Jobs', and a 'Sign out' button. Below this is a secondary navigation bar with links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' banner indicates that feedback will help improve the service. The main content area is titled 'Assistant Manager application' and 'What is your marital status?'. A privacy notice states that information is collected for statistical purposes only. The form contains seven radio button options: 'Married', 'Single', 'Civil Partnership', 'Legally separated', 'Divorced', 'Widowed', and 'Prefer not to say'. A yellow circle with the number '1' is placed next to the 'Legally separated' option. Below the options is a green 'Save and continue' button, with a yellow circle and the number '2' next to it. A link for 'Save and come back later' is also present. The footer contains links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with a copyright notice for the Crown.

Are you currently pregnant, on maternity or paternity leave or have you given birth in the last 26 weeks?

This page gives you instructions for how to confirm if you're currently pregnant, on maternity/paternity leave or have you given birth in the last 26 weeks.

To confirm if you're currently pregnant, on maternity/paternity leave or have given birth in the last 26 weeks, complete the following steps:

1. Select an answer.
2. Select the ['Save and continue'](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue navigation bar with the NHS logo and 'Jobs' text. On the right side of the bar, there are links for 'Sign out', 'English', and 'Cymraeg'. Below the navigation bar, there is a secondary bar with links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. The main content area has a light blue background. At the top of this area, there is a 'BETA' notice: 'Your feedback will help us to improve this service.' Below this, there is a '< Go back' link. The main heading is 'Assistant Manager application'. The question is 'Are you currently pregnant, on maternity or paternity leave or have you given birth in the last 26 weeks?'. Below the question, there is a vertical line and a paragraph of text: 'The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.' There are three radio button options: 'Yes', 'No', and 'Prefer not to say'. A yellow circle with the number '1' is next to the 'No' option. Below the options, there is a green button labeled 'Save and continue'. A yellow circle with the number '2' is next to this button. Below the button, there is a link: 'Save and come back later'. At the bottom of the page, there is a footer with links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance'. On the far right of the footer, it says '© Crown copyright'.

Which of the following options best describes how you think of yourself?

This page gives you instructions for how to confirm how you think of yourself.

To confirm how you think of yourself, complete the following steps:

1. Select an answer.
2. Select the [‘Save and continue’](#) button.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your feedback will help us to improve this service.

[Go back](#)

Assistant Manager application

Which of the following options best describes how you think of yourself?

The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.

Heterosexual/straight

Bisexual

Gay/lesbian

1 Other sexual orientation not listed

Undecided

or

Prefer not to say

2

[Save and come back later](#)

[Privacy policy](#) [Terms and conditions](#) [Accessibility Statement](#) [Cookies](#) [Help and guidance](#)

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What is your age?

This page gives you instructions for how to confirm your age.

To confirm your age, complete the following steps:

1. Select an answer.
2. Select the ['Save and continue'](#) button.

NHS Jobs [Sign out](#)

English | [Cymraeg](#)

[Search](#) [Your saved jobs](#) [Your job alerts](#) [Your profile](#) [Your applications](#)

BETA Your [feedback](#) will help us to improve this service.

[< Go back](#)

Assistant Manager application

What is your age?

The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.

Under 24 years

24 to 44

1 45 to 59

60 to 74

75 years and over

or

Prefer not to say

2 [Save and continue](#)

[Save and come back later](#)

[Privacy policy](#) [Terms and conditions](#) [Accessibility Statement](#) [Cookies](#) [Help and guidance](#)

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What is your ethnic group?

This page gives you instructions for how to confirm your ethnic group.

To confirm your ethnic group, complete the following steps:

1. Select an answer.
2. Select the [‘Save and continue’](#) button.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your feedback will help us to improve this service.

[Go back](#)

Assistant Manager application

What is your ethnic group?

The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.

- White: English, Scottish, Welsh, Northern Irish, British
- White: Irish
- Any other white background
- Asian/Asian British: Bangladeshi
- Asian/Asian British: Chinese
- Asian/Asian British: Indian
- Asian/Asian British: Pakistani
- Asian/Asian British: Other
- Black/Black British: African
- Black/Black British: Caribbean
- Black/Black British: Other
- Mixed: White and Asian
- Mixed: White and Black African
- Mixed: White and Black Caribbean
- Mixed: Other
- Any other ethnic group

or

- Prefer not to say

1 White: English, Scottish, Welsh, Northern Irish, British

2

[Save and come back later](#)

[Privacy policy](#) [Terms and conditions](#) [Accessibility Statement](#) [Cookies](#) [Help and guidance](#)

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What is your religion?

This page gives you instructions for how to confirm your religion.

To confirm your religion, complete the following steps:

1. Select an answer.
2. Select the [‘Save and continue’](#) button.

NHS Jobs [Sign out](#)

[English](#) | [Cymraeg](#)

[Search](#) [Your saved jobs](#) [Your job alerts](#) [Your profile](#) [Your applications](#)

BETA Your feedback will help us to improve this service.

[< Go back](#)

Assistant Manager application

What is your religion?

The information collected will be treated confidentially and used for statistical purposes only. It will not be used by the employer to identify you in the recruitment process.

Atheism/no religion

Buddhism

Christianity (including Church of England, Catholic, Protestant and all other Christian denominations)

Hinduism

Judaism

Islam

Sikhism

Jainism

Any other religion

or

Prefer not to say

1

2 [Save and continue](#)

[Save and come back later](#)

[Privacy policy](#) [Terms and conditions](#) [Accessibility Statement](#) [Cookies](#) [Help and guidance](#)

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Check and save your equality and diversity answers

This page gives you instructions for how to check and save your equality and diversity answers. To check, change and confirm your equality and diversity answers, complete the following steps:

1. Select a 'Change' link:
 - ['Your gender'](#) (optional)
 - ['Gender assignment'](#) (optional)
 - ['Marital status'](#) (optional)
 - ['Pregnancy, maternity and paternity leave'](#) (optional)
 - ['Sexual orientation'](#) (optional)
 - ['Age'](#) (optional)
 - ['Ethnic group'](#) (optional)
 - ['Religion'](#) (optional)
2. Select the ['Save and continue'](#) button.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your feedback will help us to improve this service.

Assistant Manager application

Check and save your equality and diversity answers

Your gender	Prefer not to say	Change
Gender assignment	Prefer not to say	Change
Marital status	Prefer not to say	Change
Pregnancy, maternity and paternity leave	Prefer not to say	Change
Sexual orientation	Prefer not to say	Change
Age	Prefer not to say	Change
Ethnic group	Prefer not to say	Change
Religion	Prefer not to say	Change

2 [Save and continue](#)

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Application task list

This page gives you instructions for how to view your application task list.

Important: In this example, the **Equality and diversity** status is '**COMPLETED**' and your application is incomplete as you've completed 9 out of 10 sections. You need to complete all sections before you can send your application.

To start another section of your application, complete the following steps:

1. Select the 'Socio-economic background' link.
or
2. Select the 'Save and come back later' link (optional).

Go to the [next page](#) to see the screenshot.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your [feedback](#) will help us to improve this service.

NHS Jobs Training Products

Assistant Manager application

Application incomplete

You have completed 9 of 10 sections.

Add your personal details

Contact details	COMPLETED
---------------------------------	-----------

Add your right to work status

Right to work	COMPLETED
-------------------------------	-----------

Add your qualifications, training and job history

Qualifications	COMPLETED
Training	COMPLETED
Job history	COMPLETED

Add your supporting evidence

Essential and desirable criteria	COMPLETED
--	-----------

Add further information the employer needs from you

Unspent criminal convictions and/or cautions	COMPLETED
--	-----------

Check your equal opportunities

Guaranteed interview scheme	COMPLETED
Equality and diversity	COMPLETED
1 Socio-economic background	NOT STARTED

You need to complete all sections before you can send your application.

2 [Save and come back later](#)

Job details

Closing date
01 October 2026

Job reference number
C1567-26-0013

[View the job advert \(opens in new tab\)](#)

[Privacy policy](#) [Terms and conditions](#) [Accessibility Statement](#) [Cookies](#) [Help and guidance](#)

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Your socio-economic background

This page gives you instructions for how to check your socio-economic background questions.

Important: The information collected will be treated confidentially and used for statistical purposes only, not to identify individuals.

Read the information on the page and complete the following step:

1. Select the [Continue](#) button.

The screenshot shows the NHS Jobs website interface. At the top, there is a blue header with the NHS logo and 'Jobs' text. On the right side of the header, there are links for 'Sign out', 'English', and 'Cymraeg'. Below the header, there is a navigation bar with links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' banner indicates that user feedback will help improve the service. The main content area is titled 'application' and 'Your socio-economic background'. It explains the NHS's goal of being more inclusive and lists the types of questions asked about childhood, such as the main earner's occupation, school type, and free school meals. A note states that information is confidential and used for statistical purposes only. A green 'Continue' button is highlighted with a yellow circle containing the number '1'. The footer contains links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with a copyright notice for the Crown.

What was the occupation of the main earner in your household when you were 14 years old?

This page gives you instructions for how to confirm what was your occupation of the main earner in your household when you were 14 years old.

To confirm your choice, complete the following steps:

1. Select an answer.
2. Select the '[Save and continue](#)' button.
3. Select save and come back later.

Go to the [next page](#) to see the screenshot

BETA Your feedback will help us to improve this service.

[< Go back](#)

Assistant Manager application

What was the occupation of the main earner in your household when you were 14 years old?

The information collected will be confidential and used for statistical purposes only. The employer will not use it to identify you in the recruitment process.

Select the most applicable answer

- Modern professional or traditional professional**
Such as teacher, nurse, physiotherapist, social worker, musician, police officer (sergeant or above), software designer, accountant, solicitor, medical practitioner, scientist, civil or mechanical engineer.
- Senior, middle or junior managers or administrators**
Such as finance manager, chief executive, large business owner, office manager, retail manager, bank manager, restaurant manager, warehouse manager.
- 1** **Clerical and intermediate occupations**
Such as secretary, personal assistant, call centre agent, clerical worker, nursery nurse.
- Technical and craft occupations**
Such as motor mechanic, plumber, printer, electrician, gardener, train driver.
- Routine, semi-routine manual and service occupations**
Such as postal worker, machine operative, security guard, caretaker, farm worker, catering assistant, sales assistant, HGV driver, cleaner, porter, packer, labourer, waiter or waitress, bar staff.
- Small business owners who employed less than 25 people**
Such as corner shop owners, small plumbing companies, retail shop owner, single restaurant or cafe owner, taxi owner, garage owner.
- Long-term unemployed**
Claimed Jobseeker's Allowance or earlier unemployment benefit for more than a year.
- Other**
Such as retired, this question does not apply to me, or I don't know.

or

- Prefer not to say**

2

Save and continue

3

[Save and come back later](#)

What type of school did you attend for most of the time between ages 11 and 16?

This page gives you instructions for how to confirm what type of school you attended between ages of 11 and 16.

To confirm your choice, complete the following steps:

1. Select an answer.
2. Select the '[Save and continue](#)' button.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your [feedback](#) will help us to improve this service.

[Go back](#)

Assistant Manager application

What type of school did you attend for most of the time between ages 11 and 16?

The information collected will be confidential and used for statistical purposes only. The employer will not use it to identify you in the recruitment process.

Select the most applicable answer

A state-run or state-funded school

Independent or fee-paying school

Independent or fee-paying school where 90% or more of tuition covered by bursary

1 Attended school outside the UK

I do not know

or

Prefer not to say

2

[Save and come back later](#)

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Were you eligible for free school meals at any time?

This page gives you instructions on how to confirm if you were eligible for free school meals.

To confirm your choice, complete the following steps:

1. Select an answer.
2. Select the '[Save and continue](#)' button.

The screenshot shows the NHS Jobs application interface. At the top, there is a blue header with the NHS logo and 'Jobs' text. On the right side of the header, there are links for 'Sign out', 'English', and 'Cymraeg'. Below the header, there is a navigation bar with links for 'Search', 'Your saved jobs', 'Your job alerts', 'Your profile', and 'Your applications'. A 'BETA' banner indicates that user feedback will help improve the service. The main content area is titled 'Assistant Manager application' and contains the question 'Were you eligible for free school meals at any time?'. Below the question, there is a confidentiality notice: 'The information collected will be confidential and used for statistical purposes only. The employer will not use it to identify you in the recruitment process.' A note states: 'Select 'not applicable' if you finished school before 1980 or went to school overseas.' There are five radio button options: 'Yes', 'No', 'I do not know', 'Not applicable', and 'Prefer not to say'. A yellow circle with the number '1' is next to the 'I do not know' option. Below the options is a green 'Save and continue' button, with a yellow circle and the number '2' next to it. A link 'Save and come back later' is located below the button. At the bottom of the page, there is a footer with links for 'Privacy policy', 'Terms and conditions', 'Accessibility Statement', 'Cookies', and 'Help and guidance', along with the text '© Crown copyright'.

Check and save your socio-economic background answers

This page gives you instructions on how to check and save your socio-economic background answers.

To check, change and confirm your socio-economic background answers, complete the following steps:

1. Select a 'Change' link.
2. ['What was the occupation of the main earner in your household when you were 14 years old?'](#) (optional)
3. ['What type of school did you attend for most of the time between ages 11 and 16?'](#) (optional)
4. ['Were you eligible for free school meals at any time?'](#) (optional)
5. Select the ['save and continue'](#) button.

NHS Jobs Sign out

English | Cymraeg

Search Your saved jobs Your job alerts Your profile Your applications

BETA Your feedback will help us to improve this service.

Assistant Manager application

Check and save your socio-economic background answers

What was the occupation of the main earner in your household when you were 14 years old?	Prefer not to say	Change
What type of school did you attend for most of the time between ages 11 and 16?	Prefer not to say	Change 1
Were you eligible for free school meals at any time?	Prefer not to say	Change

2 [Save and continue](#)

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Application task list


This page gives you instructions for how to view your application task list.

Important: In this example, the **Socio-economic background** status is '**COMPLETED**' and your application is complete as you've completed 10 out of 10 sections. You need to complete all sections before you can send your application.

To change your answers on a section of your application, complete the following steps:

1. Select any of the links below.
or
2. Select 'I agree and accept the above declaration' if you are happy with the information provided.
3. Select 'send application' link.
or
4. Select 'save and come back later' link.

Go to the [next page](#) to see the screenshot.



[Sign out](#)
[English](#) | [Cymraeg](#)

Search
Your saved jobs
Your job alerts
Your profile
Your applications

BETA Your [feedback](#) will help us to improve this service.

NHS Jobs Training Products

Assistant Manager application

Application complete
You have completed 10 of 10 sections.

Add your personal details

1 [Contact details](#) COMPLETED

Add your right to work status

1 [Right to work](#) COMPLETED

Add your qualifications, training and job history

1 [Qualifications](#) COMPLETED

1 [Training](#) COMPLETED

1 [Job history](#) COMPLETED

Add your supporting evidence

1 [Essential and desirable criteria](#) COMPLETED

Add further information the employer needs from you

1 [Unspent criminal convictions and/or cautions](#) COMPLETED

Check your equal opportunities

1 [Guaranteed interview scheme](#) COMPLETED

1 [Equality and diversity](#) COMPLETED

1 [Socio-economic background](#) COMPLETED

Job details

Closing date
01 October 2026

Job reference number
C1567-26-0013

[View the job advert \(opens in new tab\)](#)

Apply for the job

I declare that:

- the information in this application form is true and complete
- I understand that deliberate removal of evidence could result in rejecting this application or future dismissal if employed by the organisation
- I understand that including false or misleading information could result in rejecting this application or future dismissal if employed by the organisation
- I consent to the organisation asking for further details about the professional registration if needed

2 I agree and accept the above declaration

3 Send application

4 [Save and come back later](#)

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You have now reached the end of this user guide.