

Qualifications and Training – minimum level 3 qualifications for spoken languages or Fully Qualified BSL Interpreter (NRCPD registered).

Please list your interpreting qualifications and experience and any professional registration details.

PLEASE ATTACH COPIES OF CERTIFICATES

Availability

Please put an X in the boxes you are available

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM							

Are you available at short notice (same day requests?) YES/NO

Evenings after 18.00 hrs? YES/NO

Weekends? YES/NO

Do you provide interpreting for interviews under caution? YES/NO

Is there any other information you would like to add to support this application to register as a freelance interpreter?

Pre-registration Checks

DBS Check

As a part of the registration process you will be required to undergo an enhanced Disclosure and Barring Service (DBS) check – including Adults and Childrens barred lists.

Please sign your name if you are willing for us to begin the process:

Signature

Date

If you have registered with the DBS Update Service please tick here

Please provide your certificate and sign above to give us permission to perform a status check.

Please provide us with the names and contact details of **two** referees for which you have provided interpreting / translation services. Please ask their permission before you give us their details.

1. I _____ (print name) authorise for KIS to contact:

Name _____

Address _____

Tel number _____

Email address _____

In order to gain a professional reference for services I have provided to them,

signed _____ (Sign your name)

2. I _____ (print name) authorise for KIS to contact:

Name _____

Address _____

Tel number _____

Email address _____

In order to gain a professional reference for services I have provided to them,

signed _____ (Sign your name)

Kingston Interpreting Service
Guildhall 2, High Street, Kingston upon Thames, KT1 1EU
Telephone: 0208 547 5822 Email: kis@kingston.gov.uk