

CONFIDENTIAL APPLICATION FOR EMPLOYMENT

Position applied for			
Surname		Forenames	
Address			
			Postcode
Home phone		Work phone	
Mobile		E-mail	
National Insurance Number	_/_/_/_/_/_/_/_/_/_		

Have you ever worked for us before? Yes/No
If yes, please give details

When would you be available to start work?	
--------------------------------------------	--

Do you own a car?	Yes/ No	Do you have a current driving licence?	Yes/No
-------------------	---------	----------------------------------------	--------

Please give details of any endorsements, including dates

<p>Have you ever been convicted of a criminal offence which is not 'spent' under the provisions of the Rehabilitation of Offenders Act 1974? Or are you now awaiting the outcome of legal action?</p> <p>If yes, please give brief details.</p>

EDUCATION

Schools	Subjects and results/predicted grades
College/University	Courses and results
Further education and formal training	Courses and results
Professional membership and qualifications	

Please give details of two people, not relatives, we can approach for references, one of whom should be your current or most recent employer. References will only be taken up once an offer of employment is accepted.

Name	
Job title	
Address	
Telephone	
E-mail	

Name	
Job title	
Address	
Telephone	
E-mail	

EMPLOYMENT HISTORY

Please give details of your employment, starting with your current or most recent employer. If you need more space, please attach an additional sheet of paper.

Employer	Type of business	Address	Dates	Salary on Leaving	Reason for Leaving

Please state here why you think you would be suitable for the position you have applied for

DECLARATION

PLEASE NOTE: OFFERS OF EMPLOYMENT ARE MADE ON THE BASIS THAT THE INFORMATION GIVEN IS TRUE AND COMPLETE. SHOULD THIS SUBSEQUENTLY BE FOUND NOT TO BE THE CASE, YOU WOULD BE LIABLE TO BE SUMMARILY DISMISSED.

I confirm that to the best of my knowledge and belief the information given in this application is correct and complete.

Signature

Date