



APPLICATION FOR EMPLOYMENT

CONFIDENTIAL

Please use **BLOCK CAPITALS** if hand written

SECTION 1

SURNAME	FORENAMES
ADDRESS	
..... POSTCODE	
Home Telephone No:	Mobile Telephone No
E Mail Address:	National Insurance Number:

SECTION 2

Do you hold a current valid passport or ID Card YES / NO	
Do you own a car? YES / NO	Do you have a current valid driving licence? YES / NO
If applying for driver position please complete the next 2 sections otherwise go to 3	
If yes, do you have any penalty points? Please give details	
Do you have any driving convictions within the last 5 years? YES/NO Please give details	

SECTION 3

EMPLOYMENT

Position applied for	
Pay expected £	Per
On what date would you be available for work?	

SECTION 4

EMPLOYMENT HISTORY

Employer Please start with the last place of work (state name, address & type of business)	Position held and description of duties (state dates employed and leaving pay)	Reason for leaving

May we contact any of the above employers?	YES / NO
If NO, which ones do you not wish us to approach?	

SECTION 5

EDUCATION

SCHOOLS / COLLEGE / UNIVERSITY	FROM	TO	EXAMINATION & RESULTS

FURTHER EDUCATION & FORMAL TRAINING	FROM	TO	COURSES & RESULTS

Professional membership & qualifications

Please continue on a separate sheet if required.

Have you any skills, experience or qualifications which you feel would especially suit the job you are applying for?

.....

.....

.....

.....

SECTION 6

INTERESTS

Please give brief details of pastimes, hobbies, sports

SECTION 7 (You must supply 2 references)

PERSONAL REFERENCES

NAME	
OCCUPATION	
ADDRESS	
TELEPHONE	
EMAIL	

NAME	
OCCUPATION	
ADDRESS	
TELEPHONE	
EMAIL	

DECLARATION

The successful candidate will be required to carry out a Disclosure and Barring Service (DBS) check which should be clear and up to date and passed to HR. The Company will reimburse the cost for the check.

All claims and / or statement of skills, experience, qualifications and employment will be checked and that we reserve the right to view social media sites in reference to this application. In the event of false claims being made, any offer of employment will be terminated. The company reserves the right to recover from an applicant / employee any costs incurred as the result of the employment of someone who has submitted an application form containing false claims

DATE

SIGNATURE