



APPLICATION FOR EMPLOYMENT

Position applied for:	Where did you hear of the vacancy?	Nat Ins No:
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Surname:	First Name/s:	Title:
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Home Address:	Home Tel No: Other:
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Date of Birth: / /	Marital Status:	Sex: M / F
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Are you in good health?	A) Are you currently receiving medical treatment and/or taking any form of medication prescribed or non- proscribed?
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Are you willing to undergo a medical examination?	B) Have you in the last 10 years had a period of illness resulting in a long term (more than 4 weeks) absence from work?
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Please give details if you have answered yes to questions A or B

Are you registered disabled?	If YES please give details:
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Do you consider yourself to be disabled?	If YES please give details:
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Do you have any criminal/driving convictions that occurred during the past 5 years?	Y	N
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Have you at any time been convicted of a crime that has resulted in a prison sentence?	Y	N
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Are you bankrupt or have you ever been declared bankrupt?	Y	N
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If YES to any of the above please give details:

Do you have a Valid Car Licence?	Y	N	Do you have a Valid PCV Licence	Y	N	Valid Driver CPC card	Y	N
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Class of PCV Licence held:	D	DE	Auto	Date of first PCV Licence:	\	\	Digital Tacho card	Y	N
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Do you have any holiday commitments?	If YES please give details:
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Do you have any part time or evening jobs, which you intend to continue?	If YES please give details:
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Are you currently employed?	If NO please state why not:
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Have you ever been dismissed by an employer?	If YES please give details:
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Are you legally eligible to live and work in the UK in accordance with the Asylum and Immigration Act 1996?	Y	N
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Can you provide a specified document (below) to confirm your answer?	Y	N
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Passport		P60		UK Birth Certificate		Other
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If you are not a UK or EU National, please give your work permit number:

Education: Please list schools colleges, universities attended (from age 14):

Name & Address of Establishment	Dates Attended	Qualifications

Please give details of previous employment (most recent first):						
Name & Address of Employer		Job Title & Main Duties & Responsibilities			Reason for Leaving	
Tel No:		Dates employed:	From	To	Rate of Pay:	
Tel No:		Dates employed:	From	To	Rate of Pay:	
Tel No:		Dates employed:	From	To	Rate of Pay:	

Please state what attracted you to the job you have applied for and why you think you are a suitable person to do it. Include details of any skills, qualifications and/or relevant experience. (Continue on separate sheet if necessary)

Please give brief details of your main interests and hobbies:

Please give details of two people, **including your last employer**, who we can contact, who are willing to give you a reference.

Name:		Name:	
Address:		Address:	
Tel No:		Tel No:	
Occupation:		Occupation:	
May we contact this person prior to interview or engagement?	Y	N	May we contact this person prior to interview or engagement?
			Y
			N

I declare that the information I have given on this form is correct and that any misrepresentation by me may be sufficient grounds for my dismissal if I am employed.

Signed Date:

Accepted	Hours/Term	Comments
Start Date	Location	Signed by Head of Department
Rate	Int'd by	Date

Data Protection Act - the information given to us in this form will only be used in relation to your application for employment. By signing this declaration you are giving us your express consent to retain and process this information under the Data Protection Act 1998. Successful applicants for relevant positions will be asked to apply for Standard Disclosure to The Criminal Records Bureau. Further information can be found at www.disclosure.gov.uk or by contacting the CRB Information Line on 0870 90 90 811. A criminal record will not necessarily be a bar to obtaining a position.