



# Application form

Application for employment as: .....

Title (Mr, Mrs, Miss etc.): .....

Surname (Block letters): .....

Other names: .....

Address: .....

.....

.....

Telephone: (daytime): ..... (evening): .....

Email: .....

Education and training: .....

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Details and results of any examinations taken: .....

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Further education (e.g. technical college, evening classes): .....

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.....

Any craft or other training: .....

.....

.....

Driving licences held (include any points on your licence and reason for them): .....

.....

.....

Do you hold a current, valid passport?: .....

Employment History

1. Present employer: .....

Address: .....  
.....

Job title: .....

Duties: .....  
.....

Rate of pay: .....

Date employed: from: ..... to: .....

Reason for leaving: .....

**No approach will be made to your present employer before an offer of employment is made to you.**

Please tell us about other jobs you have done and about the skills you used and/or learned in those jobs.

Employer	Position held and duty description	Reason for Leaving

Please tell us why you applied and give examples of things you have done that make you particularly suited to the job.

Have you ever been convicted of a criminal offence?  
(declaration subject to the Rehabilitation of Offenders Act 1974)

YES / NO

If you have a disability please tell us about any adjustments we may need to make to assist you at interview: .....

Please tell us if there are any dates when you will not be available for interview: .....

Referees

Name	Occupation	Address & telephone number

I can confirm that to the best of my knowledge the above information is correct.  
I accept that providing deliberately false information could result in my dismissal.

Signature ..... Date: .....