



## Application for Employment

In order that detailed consideration can be given to your application, you should give the fullest information possible. Everything you write will be treated as strictly private and confidential. No approach will be made to your present employer before an offer of employment is made and accepted.

**POSITION APPLIED FOR:**

**A. PERSONAL DETAILS:**

SURNAME:		<input type="checkbox"/> MR <input type="checkbox"/> MRS <input type="checkbox"/> MISS <input type="checkbox"/> MS <input type="checkbox"/> OTHER:
OTHER NAMES:		
PERMANENT ADDRESS:		
OTHER ADDRESSES IN LAST 5 YEARS:		
NATIONAL INSURANCE NO:	DATE OF BIRTH:	NATIONALITY:
HOME TELEPHONE NO:	MOBILE TELEPHONE NO:	DO YOU REQUIRE A WORK PERMIT?

**B. EDUCATION:**

Please give details of your education starting with most recent and working backwards.

SCHOOL/COLLEGE OR UNIVERSITY ATTENDED	DATES		EXAMINATIONS TAKEN AND QUALIFICATIONS OBTAINED  <i>(if applicable list grades achieved)</i>
	FROM MM/YY	TO MM/YY	

*If necessary continue on additional sheet*

**C. EMPLOYMENT:**

Please give details of your employment over the last 10 years starting with your current position and working backwards. Please state any periods of unemployment.

NAME AND ADDRESS OF EMPLOYER	BRIEF DESCRIPTION OF DUTIES	FROM MM/YY	TO MM/YY

*If necessary continue on additional sheet*

**EMPLOYER REFERENCE:**

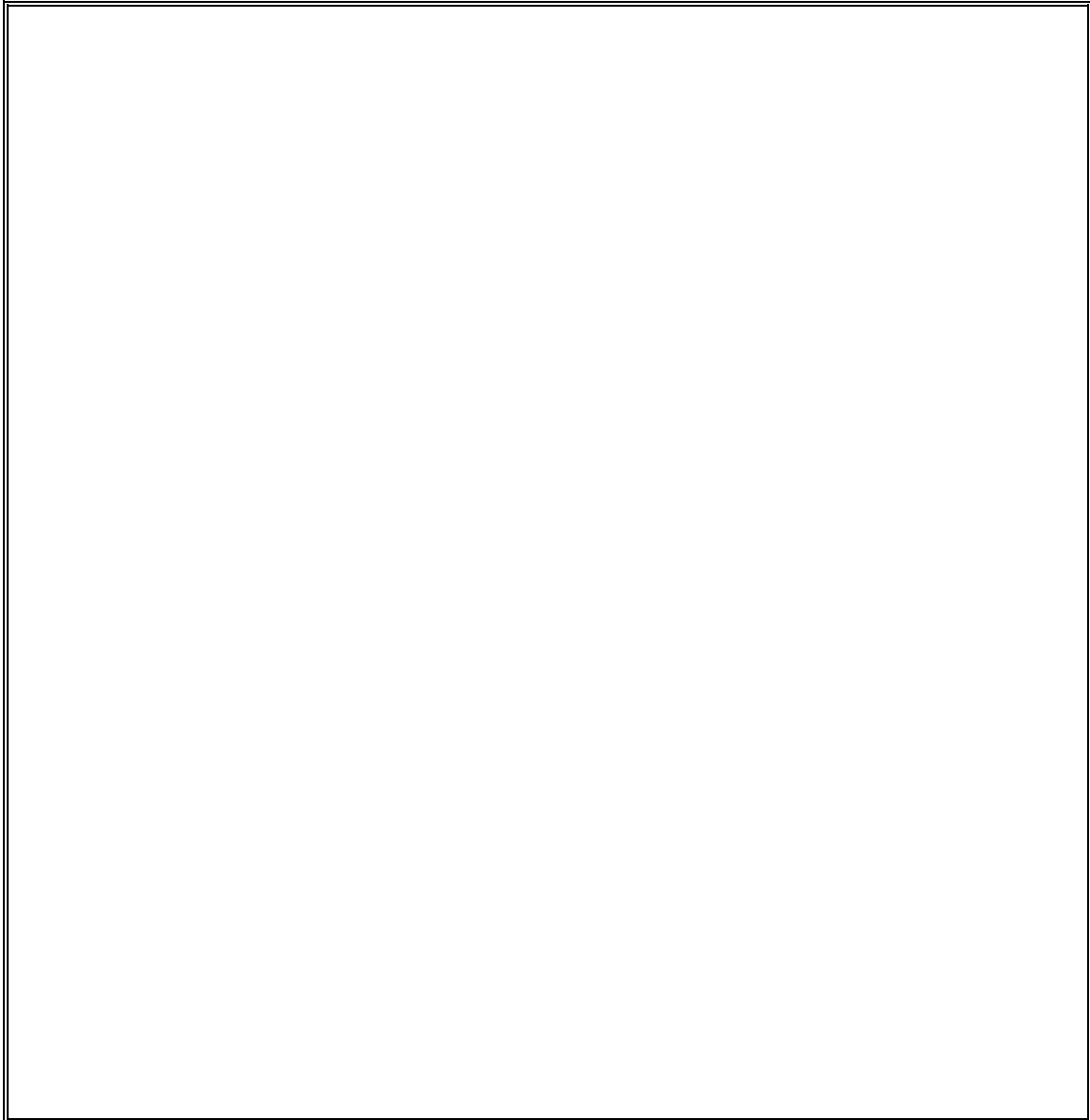
HOW MUCH NOTICE IS REQUIRED TO TERMINATE YOUR PRESENT POSITION?	
WHEN WOULD YOU BE ABLE TO JOIN THE SOCIETY?	
<p>HAVE YOU HAD ANY ABSENCE FROM WORK DURING THE LAST 2 YEARS? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF YES PLEASE GIVE DETAILS:</p>	
NAME OF PERSON TO WHOM A REFERENCE SHOULD BE DIRECTED AT MOST RECENT EMPLOYER:	

**D. GENERAL:**

DO YOU HOLD A CURRENT DRIVING LICENCE?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
DO YOU HAVE ANY DRIVING CONVICTIONS/ENDORSEMENTS?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
IF YES PLEASE GIVE DETAILS:		
DO YOU OWN YOUR OWN MOTOR VEHICLE?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE, BEEN MADE BANKRUPT OR RECEIVED A COUNTY COURT JUDGEMENT?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
IF YES, PLEASE GIVE DETAILS:		
DO YOU HAVE ANY LEISURE INTERESTS?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
IF YES, PLEASE GIVE DETAILS:		

**E. ADDITIONAL INFORMATION:**

Please include here any information which you consider is relevant to your application (special skills, abilities etc).

A large, empty rectangular box with a thin black border, intended for the applicant to provide additional information relevant to their application, such as special skills or abilities.

**F. INDEPENDENT REFERENCES:**

Please give details of two referees who are not related to you and who have not previously employed you. The Society will obtain a reference direct from your present employer in the event of any offer of employment.

NAME:	NAME:
ADDRESS:	ADDRESS:
POSTCODE:	POSTCODE:
OCCUPATION:	OCCUPATION:

**G. DECLARATION:**

I hereby certify that to the best of my knowledge and belief the answers to the foregoing questions are true, complete and accurate.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**PLEASE NOTE:**

If arising from this application and any subsequent interview you are offered an appointment, your employment will be subject to our obtaining an acceptable status report, in addition to satisfactory references.