

APPLICATION FOR EMPLOYMENT

POSITION APPLIED FOR: _____ _____
WHERE YOU SAW THE ADVERT: _____
CLOSING DATE OF APPLICATION: _____



PERSONAL DETAILS

Surname: _____
Forenames: _____
Address: _____
Town: _____
Postcode: _____
Tel No (Home) _____
(Mobile) _____
Date of Birth: _____
National Insurance No: _____
Full current driving license? YES/NO
If No give details _____
Do you have a disability, which presents special needs at the selection interview? YES/NO
Please give details? _____

UDPG

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EDUCATION/TRAINING

Please list below in chronological order the name(s) of schools/colleges attended and give details of examinations passed and other qualifications (including part-time) which may be relevant to this application.

Name of School	Date	Subjects Taken	Grades

APPRENTICESHIPS /FURTHER TRAINING

Please indicate any apprenticeship/NVQ or vocational training or other relevant training including Health & Safety
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THIRD LEVEL EDUCATION/ PROFESSIONAL QUALIFICATIONS

Name of College/ University/Body	Title of Course	Qualifications Obtained	Date Awarded

EMPLOYMENT HISTORY

Please state below particulars of all employment. Begin with your present employer and work backwards

From-To (Month/Year)	Name and Address of Employer	Main Duties/Responsibilities
Job Title:	Telephone No:	
Notice Period:	Wage:	
Other Benefits (Vehicle/holidays etc)		
Reason for Leaving		

From-To (Month/Year)	Name and Address of Employer	Main Duties/Responsibilities
Job Title:	Telephone No:	
Notice Period:	Wage:	
Other Benefits (Vehicle/holidays etc)		
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From-To (Month/Year)	Name and Address of Employer	Main Duties/Responsibilities
Job Title:	Telephone No:	
Notice Period:	Wage:	
Other Benefits (Vehicle/holidays etc)		
Reason for Leaving		

CAREER INFORMATION

Please outline your previous job experience and skills that makes you suitable for this position.

RELEVANT INFORMATION

The following space may be used to provide any other experience or information about yourself which you think, may be relevant to the position applied for.

RECREATION AND INTERESTS

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FURTHER PERSONAL INFORMATION

Have you ever been convicted of a criminal offence?	Details:
What is your present state of health, noting any illnesses or accidents which you have had, other than minor ones?	Details:

CHARACTER REFERENCES

Please supply details of two referees, one of whom must be an employer.

Name:	Name:
Position:	Position:
Address	Address
Telephone Number	Telephone Number:
Nature of Employment	Nature of Employment:

NOTE The employer reserves the right to only interview (i) - on the basis of information supplied by candidates who meet the criteria established for the post and/or (2) - as supplied to the candidate.

WARNING Any candidate found to have knowingly given false or inaccurate information, or to have willfully failed to disclose any relevant fact, will be dismissed.

DECLARATION I declare that to the best of my knowledge and belief all the information recorded in this employment application profile is true.

Signed _____ Date _____