

Caretakers (SW) Ltd
Employment Application Form

Position Applied

For:.....

The following information will be treated in the strictest confidence.

Surname:		First Name:	
Address:			
		Postcode:	
Tel No:		Mobile:	

Full Driving License and own transport?	YES /NO
Endorsements?	YES/NO
Are there any limitations on your ability to work or working hours?	YES/NO
Please give details:	
Are you subject to any restrictions/covenants which may restrict your working activities:	YES/NO
Please give details:	
Are you prepared to work overtime, evenings and weekends if necessary?	YES/NO
Please give details of hours able to work?	
Have you any convictions (other than spent convictions under the Rehabilitation of Offenders Act 1974).	
Are you prepared to undergo a medical examination, if necessary, prior to employment?	YES/NO
Have you ever worked for this company before?	YES/NO
Do you need a work permit to work in the UK	YES/NO
How much notice do you have to give to your present employer?	

Schools attended since age 11	from	To	Examinations and Results
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College/University	From	To	Courses and Results
Further Formal Training	From	To	Diploma/Qualification
Job Related Training Courses Name of Organisation	Date	Subject	

Please give details of membership of any technical /professional associations:

Please list any foreign languages spoken and the level of competence:

EMPLOYMENT DETAILS

Please give details of your past employment, excluding your present or last employer stating the most recent first –

Name /Address of Employer	From	To	Reason for leaving

PRESENT OR LAST EMPLOYER:

Are you currently employed? YES/NO

Name of present/last employer:	
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Telephone Number:	
Address:	

Job Title/duties/dates	

INTERESTS, ACHIEVEMENTS LEISURE ACTIVITIES:

SUPPLEMENTARY INFORMATION:

I declare that the information given in this form is complete and accurate. I understand that any false information or deliberate omissions will disqualify me from employment and may render me liable to summary dismissal.

I understand these details will be held in confidence by the company, for the purposes of assessing my application, ongoing personnel administration and payroll administration (where applicable) in compliance with the Data Protection Act 1998.

Signature:	Date:
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REFERENCES:

Please supply the names of two people who we may approach for a reference (one of which should be your present employer).

Can we approach them before an offer of employment is made YES/NO

Name/Position:	Name/Position:
Address:	Address:
<u>Tel No:</u>	Tel No: