

Application for employment

Personal details

Title:	Forenames:	Surname:
Home address:		
	Postcode:	Email:
Home telephone:		Mobile:
Work telephone:		May we contact you at work? Yes <input type="checkbox"/> No <input type="checkbox"/>
If you are currently in full time education please provide your date of birth: <i>Please do not provide your date of birth if you are not currently in full time education.</i>		
Do you hold a full current UK driving licence?		Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you legally entitled to work in the UK?		Yes <input type="checkbox"/> No <input type="checkbox"/>
To comply with The Asylum and Immigration Act 1996, if you are invited to attend an interview you must bring with you evidence of your eligibility to work in the UK, preferably your valid passport (and work permit if applicable) or a document which includes your National Insurance number and your name (P45, P60 or NI card) along with your birth certificate. No offer of employment will be made unless such evidence has been produced.		
Do you hold evidence of your eligibility to work in the UK (please see notes above)?		Yes <input type="checkbox"/> No <input type="checkbox"/> National Insurance number:

Application details

Position applied for:						
Where did you see this vacancy advertised?						
When are you available to start work?						
Are you able to work at any time? Yes <input type="checkbox"/> No <input type="checkbox"/> If No, please tick the hours you can work below						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Day <input type="checkbox"/>	Day <input type="checkbox"/>	Day <input type="checkbox"/>	Day <input type="checkbox"/>	Day <input type="checkbox"/>	Day <input type="checkbox"/>	Day <input type="checkbox"/>
Evening <input type="checkbox"/>	Evening <input type="checkbox"/>	Evening <input type="checkbox"/>	Evening <input type="checkbox"/>	Evening <input type="checkbox"/>	Evening <input type="checkbox"/>	Evening <input type="checkbox"/>
Would you prefer to work full time or part time?						
If part time, how many hours per week?						
Have you previously worked at Gurnard Pines? Yes <input type="checkbox"/> No <input type="checkbox"/>						
Do you have any friends or relatives working at Gurnard Pines? Yes <input type="checkbox"/> No <input type="checkbox"/>						

Is your ability to perform this particular role you are applying for limited in any way? If so, please give details of how we can assist you to carry out this job.

Future vacancies

If you are unsuccessful in being appointed to one of our current vacancies, may we contact you at a later date if a more suitable position becomes available? Yes <input type="checkbox"/> No <input type="checkbox"/>
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General experience

Please give details of other experiences, knowledge and abilities you have gained both in and out of work that you feel show your ability to perform the position that you have applied for:

Further information

Because of the nature of employment, all convictions, including those deemed to be spent under the terms of the Rehabilitation of Offenders Act 1974, need to be disclosed. Ex-offenders will be considered on an individual basis and the nature of their offence will be taken into account in the recruitment decision. Have you been convicted of any criminal offence? Yes No

If Yes, please give details:

Have you ever received a police caution?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you facing any criminal prosecutions?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Due to the nature of our business our positions require a standard or enhanced disclosure check via the criminal Records Bureau. Do you agree to this?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Our Drugs Misuse Policy includes random drugs testing. Do you agree to this?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If successful, will this be your only form of employment?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If No, please specify details:	

References

Please provide the names and addresses of two people that we can write to for employment references. It is company policy to collate references from your last employer. If you have not worked during this period, please provide details of two people who have known you for at least two years and who would give you a personal reference. These must not be family members. If you have recently finished studying, one of your referees should be a tutor or a head teacher. References will only be taken up with your permission. All employment offers are subject to receipt of satisfactory references.

Name:	Name:
Position:	Position:
Address:	Address:
Postcode:	Postcode:
In what capacity do they know you?	In what capacity do they know you?
Telephone:	Telephone:
Email:	Email:

Declaration

I declare that, to the best of my knowledge and belief, the information given in this application is correct. I consent to this information being held on file in accordance with the Data Protection Act 1998.

Signature:	Date:
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