

Position Applied for:

**THE INFORMATION YOU SUPPLY ON THIS FORM WILL BE TREATED IN CONFIDENCE.*****Please be aware that forms with missing information WILL NOT be considered.***

## Section 1: Personal details

First Name:

Last Name:

Address:

  
  

Postcode:

Contact Telephone N<sup>o</sup>:

E-mail address:

Are you free to remain and take up employment in United Kingdom (UK) with no current immigration restrictions?

Yes

No

**Driving Licence** – if relevant to post applied for.

Do you hold a full, clean driving licence valid in UK?

Yes

No

If “No” please disclose all endorsements below:

If you are selected for interview you are required to provide evidence of the above details. Please bring with you:

**Proof of eligibility to work in UK (Passport/Birth Certificate/Work Permit/Visas**

## Section 2: Present Employment

**Present Employment** (If currently unemployed, provide details of last employer)

Name of Employer:

Address:

  
  

Postcode:

Post Title:

Start Date:

Salary:

**Brief description of duties and responsibilities:**

## Section 3: Declaration - *To be signed by applicant*

### Self-declaration of Criminal Record:

Any information given will be treated as confidential. You should note that disclosing a conviction does not necessarily bar you from appointment. Failure to disclose may result in withdrawal from any job offer.

Do you have any unspent criminal convictions, disqualifications, cautions or driving offences?

Yes

No

Please complete the following declaration and sign it in the appropriate place below. If this declaration is not completed and signed, your application will not be considered.

I hereby certify that:

- all the information given by me on this form is correct to the best of my knowledge
- all questions relating to me have been accurately and fully answered
- I possess all the qualifications which I claim to hold
- I understand that any omissions or misrepresentations of information on this application form may, in the event of my obtaining employment, result in disciplinary action, up to and including Dismissal

Signed:

Date:

### Further Information:

Should you wish to provide further information on your suitability for this role, please attach a current CV and covering letter.