



# APPLICATION FOR EMPLOYMENT

POSITION APPLIED FOR:		REF:
Where did you hear about the vacancy?		
LAST NAME:	NOTICE PERIOD:	
FIRST NAME:	EXPECTED SALARY:	
HOME ADDRESS:		
TELEPHONE NUMBER: (Home)		(mobile):
EMAIL ADDRESS:		
DO YOU HAVE THE UNLIMITED AND UNRESTRICTED RIGHT TO LIVE AND WORK IN THE UK?		Yes                  No
IF NO, PLEASE PROVIDE DETAILS OF YOUR CURRENT RESIDENCY STATUS IN THE UK ALONG WITH THE EXPIRY DATE AS STATED IN THE DOCUMENT:		
If you are short listed you will be asked to produce identity documents [e.g. European Communities (EC) birth certificate, passport, NINO card] confirming your right to live and work in the UK. Are you able to produce these documents?		Yes                  No
DO YOU HOLD A CLEAN CURRENT UK DRIVING LICENCE?		Yes                  No
REFEREES (To be approached only if authorised by you)		AUTHORISATION (Please initial)
1.		
2.		

School/University/College attended and Professional qualifications	From	To	Courses and qualifications obtained

**CAREER DETAILS (Starting with the present job)**

Name & Address of Employer	From	To	Main Responsibilities	Reason for Leaving

**KNOWLEDGE OF LANGUAGES (Please state degree of fluency e.g. native speaker, fluent, good, basic)**

1.

2.

3.

4.

5.

**PLEASE USE THIS SPACE TO SAY WHY YOU ARE THE RIGHT PERSON FOR THIS JOB:**

**OUTSIDE INTERESTS/HOBBIES:**

I confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

**SIGNATURE:** ..... **DATE:** .....

**NAME:**

If you are unable to sign the document digitally, simply print and sign your completed form and send us a scanned copy by email or hard copy by post.

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