**R E Thompson Application Form**

**Please complete this form in black ink and in BLOCK CAPITALS**

|  |  |
| --- | --- |
| Position applied for: |  |
| Where did you see this position advertised? |  |
| What date are you available for work? |  |

**Personal Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Surname:  Other name(s): | | | |
| Your Home Address:  (including postcode) | |  | |
| Nationality: | |  | |
| Contact Telephone: |  |  |  |
| E-mail Address: | |  | |

|  |
| --- |
| Do you require a work permit to work in the UK? Yes  No |

|  |
| --- |
| Do you consider yourself to have a disability? Yes  No |

Please tell us if there are any ‘reasonable adjustments’ we can make to assist you in your application or with our recruitment process

............................

## **Education and training**

............................

Details and results of any examinations taken

............................

Further education (e.g. technical college, evening classes)

............................

Any craft or other training

............................

## **Employment history**

Present/previous employer ............................

Address: ............................

Postcode: ............................

Your Job title: ............................

Your duties

............................

Rate of pay: ............................

Date employed: from ………………………. to ………………………

Your reason for leaving: ............................

Please tell us about other jobs you have done and about the skills you used and/or learned in those jobs.

............................

Please tell us why you applied for this job and why you think you are the best person for the job.

............................

**References**

Please give the names and addresses of two referees (not friends or relatives) including telephone numbers. You should ensure that personal references are not used. At least one reference should be from your most recent employer (where applicable)

**No approach will be made to your present employer before an offer of employment is made to you.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Referee 1**  Type of reference: Employer ⃣ Personal ⃣ | | | |
| Their name, Job Title |  | Telephone: |  |
| Address |  | E-Mail: |  |
| **Referee 2**  Type of reference: Employer ⃣ Personal ⃣ | | | |
| Name, Job title |  | Telephone: |  |
| Address |  | E-Mail: |  |

I can 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 ……………….