

# Application form

Application for employment as: *(Insert position applied for)*

Surname:

Other names:

Address:

Postcode:

Telephone:

Email:

## 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

1. Present or previous employer:

Address:

Postcode:

Job title:

Duties

Rate of pay:

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

Reason for leaving.

**We will not approachyour present employer before an offer of employment is made to you.**

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.

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.

Please tell us if there are any dates when you will not be available for interview.

**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 …………