



# Job Application Form

## a) Personal Details

Title	
Surname	
Forenames	
Address	
Telephone number (home)	
Telephone number (work)	
e-mail address (home)	
National Insurance Number	
Position applied for	

**Under the Asylum and Immigration Act 1996, employers can offer employment only to those who are entitled to work in the United Kingdom.**

Are you legally entitled to work in the United Kingdom      YES/NO

In accordance with the Act, we are entitled to ask ALL applicants for evidence of the right to work in the United Kingdom. Should you be invited to interview, please bring with you originals of at least one of the follow:

- Your National Insurance number (your original N.I number , or on a P60 or P45)
- A U.K. passport or Naturalisation Certificate
- A passport or identification card from a member country of the European Economic area.
- A passport vetted by an immigration officer
- A work permit

## b) Education & Training

<b>Name of schools attended after age 11</b>	<b>Address of schools attended</b>	<b>Examinations taken and qualifications obtained</b>
<b>Further Education</b>		
<b>Name of establishment</b>	<b>Address of establishment</b>	<b>Examinations taken and qualifications obtained</b>

**c). Employment History**

Please list in chronological order all positions held (i.e. listing the most recent job first). Indicate any periods of unemployment

Name & Address of employer	Job Title	Duties	Rate of Pay(both starting & leaving)	Length of service	Reason for leaving

**d) References**

Please list which employers we may approach for a reference, together with the individual's name and job title. (One should be your most recent employer).


**e) Supporting Information**

In this section you are asked to outline how your knowledge, skills and experience meet the competencies required for this role. You should draw on your experiences from your current or previous roles, or from other relevant situations (such as activities outside work).

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**f) Criminal Offences**

Have you been convicted of any criminal offence? YES/NO

You should note that the practice is exempt from the Rehabilitation of



I understand that some or all of the information I have provided may be retained in accordance with the Data Protection Acts.

Signed.....Date.....