

application for employment

the information submitted in this form will be treated as strictly confidential

1. personal details

title: _____ surname: _____ forenames: _____

address: _____

telephone (private): _____ (business): _____ (mobile): _____

email address: _____

are you legally entitled to work in the uk: yes ☐ no ☐

if you have an immigration visa what type is it and how long is it valid?

do you own a car? yes ☐ no ☐

please give details of any endorsements: _____

do you have any unspent criminal convictions? yes ☐ no ☐

do you have a current driving license? yes ☐ no ☐

do you smoke? yes ☐ no ☐

2. employment information

position applied for: _____ date of application: _____

when would you be able to start? _____

when are you not available for interview? _____

please provide details of holiday commitments: _____

are there any days/times of the week you cannot work? _____

do you have any special skills or qualifications specially suited to the position applied for?

3. data protection act 1998

global domestic appliances trading as glotech, process the personal data concerning applicants for employment given in this application form to assist in the selection of employees only.

4. employment history

please state in order your most recent employment, commencing with present/last employer

company: _____ job title: _____

address: _____

your responsibilities: _____

employed from: _____ to: _____ hours worked per week: _____

salary: _____ reason for leaving: _____

company: _____ job title: _____

address: _____

your responsibilities: _____

employed from: _____ to: _____ hours worked per week: _____

salary: _____ reason for leaving: _____

company: _____ job title: _____

address: _____

your responsibilities: _____

employed from: _____ to: _____ hours worked per week: _____

salary: _____ reason for leaving: _____

company: _____ job title: _____

address: _____

your responsibilities: _____

employed from: _____ to: _____ hours worked per week: _____

salary: _____ reason for leaving: _____

company: _____ job title: _____

address: _____

your responsibilities: _____

employed from: _____ to: _____ hours worked per week: _____

salary: _____ reason for leaving: _____

5. education

schools attended from age 11	from	to	examination	subject	result

6 personal profile

please use this space to provide a brief profile of yourself describing:

- relevant skills gained through previous employment
- qualities you possess which will make you a valued employee
- any information that you feel will help your application

7 hobbies and interests:

please provide details if possible of two references for previous employment

_____ telephone: _____

_____ telephone: _____

[illegible]

print name: _____