

APPLICATION FORM

Please complete this application form in black ink and then return it along with a current CV to Electroservices (Midlands) Ltd, The Calibration House, Halesfield 7, Telford, TF7 4QL
 Post applied for:

Personal information			
Surname:			
Forenames:			
Title (Mr, Mrs, Miss, Ms, etc.):			
Previous names (if any):			
Current address:			
Daytime telephone number:			
Do you have the right to take up employment in the UK?	YES/NO		
If you do not have the right to take up employment in the UK, would you wish us to assist you in applying for the right to work?	YES/NO		
Dates you are not available for interview:			
Education and qualifications From GCSE or equivalent to degree level in chronological order			
Establishment		Qualifications gained	
Postgraduate education or study or any other professional qualifications			
Establishment		Qualifications gained	
Employment history Please give details of your last three jobs, beginning with your present or most recent. Any relevant posts held before then may also be mentioned.			
From	To	Name and address of employer	Job title, description of duties and responsibilities, reason for leaving and salary on leaving
Other information			

Do you hold a full driving licence? If yes, do you have any current endorsements?	
Do you have any other training, qualifications or skills relevant to the post?	
Please give details of, and provide an explanation for, any time when you were not either working or in full-time education.	
Have you made a previous application to the Company? If so, when was this and what was the outcome?	
Please use this space to say why you are interested in the post for which you have applied and provide any other information that may assist your application.	
How many weeks' or months' notice do you have to give to your current employer?	
If you are disabled, please give details of any special arrangements you would require to attend interview.	
Referees Please give details of two referees, one of whom should be your current or most recent employer or, if this is an application for your first job, your school teacher or higher or further education lecturer. The other should not be a relative or contemporary.	
First referee	Second referee
[Rehabilitation of Offenders Act 1974] In order to protect the public, the post you have applied for is exempt from certain provisions of the Rehabilitation of Offenders Act 1974. You are therefore required to disclose all and any past or pending cautions or convictions, <u>whether spent or otherwise</u> . All information provided will be kept in the strictest confidence and only used for the purpose of assessing your suitability for the post you have applied for. Please specify below details of all and any past or pending cautions or convictions, whether spent or otherwise. If you have no past or pending cautions or convictions, please specify "None".]	

Please use additional sheets (if required) to supply all the requested information.

Declaration

I declare that the information I have given on this form is, to the best of my knowledge, true and complete. I understand that if it is subsequently discovered any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or, if I have already been appointed, I may be dismissed. I hereby give my consent to the Company processing the data supplied on this application form for the purpose of recruitment and selection.

Signed:

Date: