

CONFIDENTIAL APPLICATION FOR EMPLOYMENT

AJ Wells & Sons Ltd

Bishops Way

Newport

Isle of Wight

PO30 5WS

Tel. 01983 537776

Please complete by hand and return to the above address

1. Position applied for:

2. Personal Details Mr/Mrs/Miss/Ms/ Other _____

Surname: _____ Forenames: _____

Address: _____ Postcode: _____

Telephone: Private: _____ Business: _____ Mobile: _____

3. Do you: Own a car? YES/NO

Have a current driving licence? Provisional Full No

Are you in good health? YES/NO If No give details _____

Do you speak a foreign language? YES/NO Details _____

4. Education

(Schools attended from age 11)	Dates	Examinations (subjects/results)
	From To	

5. Further education				
Place of education	Dates		Type of training	Qualifications
	From	To		

6. Previous employment (Please include details of your most recent employment here, and use the spaces below to give details of other employments, working backwards from the most recent)

Present/previous employer: _____ Type of business: _____

Address: _____ Starting date: _____
 _____ Leaving date: _____

Starting pay £ _____ per _____ Current/finishing pay £ _____ per _____

Job title: _____

Duties/responsibilities: _____

Reason for Leaving: _____

Previous employer: _____ Type of business: _____

Address: _____ Starting date: _____
 _____ Leaving date: _____

Starting pay £ _____ per _____ Current/finishing pay £ _____ per _____

Job title: _____

Duties/responsibilities: _____

Reason for Leaving: _____

Previous employer: _____ Type of business: _____

Address: _____ Starting date: _____
 _____ Leaving date: _____

Starting pay £ _____ per _____ Current/finishing pay £ _____ per _____

Job title: _____

Duties/responsibilities: _____

Reason for Leaving: _____

GENERAL

7. Interests/hobbies: (Give details of pastimes, sports, etc)

Offices held in social/sports clubs, etc

8. Have you ever been convicted of a criminal offence? (Declaration subject to the Rehabilitation of Offenders Act):

9. Membership of professional organisation:

10. If offered this position how soon would you be able to start?

11. Community/volunteer experience

Date	Name and address of organisation	Position/title	Duties
From			
To			

12. References (not members of your family) – these will only be contacted immediately prior to job offer, please state if you are NOT happy for us to contact them without prior permission.

Name: _____

Name: _____

Address: _____

Address: _____

Occupation: _____

Occupation: _____

Telephone no: _____

Telephone no: _____

13. Please outline the skills and experience you have gained through previous employment, other activities and interests that you believe that would be relevant to this application.

14. Declaration

The facts set forth in the application for employment are to the best of my knowledge TRUE and complete.

Signature:

Date:
