



Employment Application Form

Please complete in block capitals. Any continuation sheets should be marked with your name and the position applied for.

Position applied for:

PERSONAL INFORMATION	
Title:	Mr/Mrs/Miss/Ms/Other*
Surname:	
Forenames:	
Address:	
Postcode:	
Telephone number:	
Mobile number:	
Email address:	
Current driving licence:	Yes/No
Details of any endorsements:	

EDUCATION	
Schools	Qualifications gained
College/University	Qualifications gained



EMPLOYMENT HISTORY (please list in chronological order with the most recent first)

Dates	Name and address of employer	Start/finish salary	Reason for leaving

Notice required in current post:

GENERAL COMMENTS

Please list here your specific reasons for this application, your main achievements to date and the strengths you would bring to this post. Continue on a separate sheet, if necessary.



CRIMINAL RECORD

Please note any criminal convictions, except those spent under the Rehabilitation of Offenders Act 1974. If none, please state.

ENTITLEMENT TO WORK IN THE UK

■ If you are not an EU national, do you have permission to work in the UK? **Yes/No***
If yes, you will need to produce evidence of your entitlement to work in the UK before taking up your post if your application is successful.

REFERENCES

Please supply the names and addresses of two persons – one of whom should be your present/last employer – from whom we may obtain both character and work experience references.

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Declaration

- I confirm that the above information is complete and correct, and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.
- I hereby give my authority for the company to contact my own doctor to obtain any further information on my state of health.
- I agree that the company reserves the right to require me to undergo a medical examination in the event of my appointment.
- I hereby give my consent to the company processing the data supplied on this application for the purpose of recruitment and selection.

Signed: **Date:**

Please return the completed form to:

Post: **ANDERSONS of INVERURIE**
Highclere Business Park
Inverurie
AB51 5QW

Email: **marketing@andersonsofinverurie.co.uk**

Office Use Only	
Interview Date	
Available to take up employment (date)	
Contract number of hours	
Starting monthly/hourly rate	
References sent for date	
Start date	