

CONFIDENTIAL



APPLICATION FORM

This form will be photocopied. Please complete using a black pen and post to the following address: Run of the Mill, Pear Mill. Stockport Rd West, Bredbury, SK6 2BP

Form with fields for Surname, Forename(s), Previous surnames, Date of Birth, National Insurance Number, Present address, Post Code, Telephone(home), Mobile, and Email address.

Post applied for (please tick boxes which apply): Table with columns Full Time and Part, and rows for various roles like Chef, Kitchen Assistant, etc.

Proposed working hours are currently between 9am and 7pm (subject to change). Please state below any particular hours/days that you would not be available for work:

### REFERENCES:

Please give the names and addresses of two referees, one of whom should be your present/most recent employer, plus one other who can vouch for your professional work. If you are applying for your first position, give the name of your Head teacher/college tutor.

1. Name:_____	1. Name:_____
Address:_____	Address:_____
_____	_____
_____	_____
Post Code:_____	Post Code:_____
Job Title: _____	Job Title: _____

Reference may be made to your present/most recent employer if not quoted above.

*I do / do not give permission for you to proceed with reference enquiry before my interview.*

(delete as appropriate)

### MEDICAL

Do you have any disabilities which could affect this application: Yes:  No:

If yes, please give details:\_\_\_\_\_

Do you suffer from a serious illness or allergy? Yes:  No:

If yes, please give details:\_\_\_\_\_

(Your engagement may be subject to you passing a medical examination. You may be required to take a medical examination at any time during your employment with the company)

### DRIVERS LICENCE

Do you have a current driving licence? Yes:  No:

## EMPLOYMENT

Present/ most recent employment:

Company name: \_\_\_\_\_

Company Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Position held: \_\_\_\_\_

Description of work

done: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

### **PREVIOUS EMPLOYMENT:**

From:	To:	Full/Part Time	Name of Employer:	Position held:	Description of work done:	Reason for leaving:

### **EDUCATION AND TRAINING (from Secondary)**

From :	To:	Name of School/College/ University/Organisation:	Qualifications/ Certificates:	Date of Qualifications:

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**SUPPORTING STATEMENT:**

Please give details of your experience, skills, abilities and additional information which you think would support your application for this job. (This may include spare-time activities, unpaid work etc.) Continue on a separate sheet if necessary.

**REHABILITATION OF OFFENDERS ACT 1974(Exceptions order 1987)**

Do you have any record of criminal convictions: Yes:  No:

If yes, you are obliged to disclose them. Please attach details.

Also, please note that all successful candidates must pass Criminal Records Bureau checks in accordance with regulations for working with children.

**When could you take up your duties if appointed?**

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I have answered each question to the best of my knowledge and ability and understand that if employed, any deliberate misrepresentation may result in dismissal.

Signature\_\_\_\_\_ Date:\_\_\_\_\_