APPLICATION FOR EMPLOYMENT

Please complete in INK using BLOCK CAPITALS

Please return completed form to:

J&A (International) Limited Insignia House, Vale Road Spilsby Lincs PE23 5HE

POSITION APPLIED FOR:

EMPLOYMENT				
Please circle				
Full-time	Part-time			
Permanent	manent Temporary			
Day work	Night work			
6am-2pm/2pm-10pm Shift				

THE REMAINING QUESTIONS IN THIS SECTION ARE OPTIONAL - PLEASE SEE DECLARATION ON BACK PAGE

APPLICANT:
Forename(s)
Surname
Previous Surname(s)
Home Address
Postcode
Tel. No. (home)
E-Mail address (home)
Tel. No. (work)
Date of Birth (optional)
If you are shortlisted, you will be asked to produce a 'specified document'
(e.g. a P60, NINO card, UK or Eire birth certificate, passport), confirming
your eligibility to live and work in the UK in accordance with the
Asylum and Immigration Act 1996 - Section 8
Would you be able to produce such a document? YES/NO
Would you have to move home if offered this job? YES/NO
Do you have a current clean driving licence? YES/NO
For what classes of vehicle?
No. of penalty points (if any) endorsed on current driving licence
Have you ever had your driving licence revoked? YES/NO

ETHNIC ORIGIN

For the purpose of monitoring census data, please indicate the ethnic group to which you belong.

Ethnic origin is not about nationality, place of birth or citizenship; it concerns colour and broad ethnic group (Please circle which applies)

White Black African Other Asian (state)

Bangladeshi Black Caribbean

GENERAL EDUCATION

Indian Black Other (Specify) Other (state)

Pakistani Chinese

Your	livina	accommodation
ı ou		accommodation

e.g. owner occupied house, rented flat, living with parents

Please give details of schools attended in date order

Dates (Mo	nth/Year) To	Schools attended (secondary education only)			Type of School
					nce leaving school
Dates (Mo		Name of university, college,	Full time	Part time	Course title or subjects
From	То	or organisation attended			studied
		+			
EXAMINIA		SULTS/QUALIFICATIONS OBTAIN	ED		
		xamination/Grade		Subject/Ex	amination/Grade
Date (W/T) Cubject/L/	Karrination, Grade	Date (IVI/1)	Cubjectiex	arimation, Grade
		·			

DETAILS OF PRESI	ENT EMPLO	YMENT (or	ast job if currently ur	employed	
From	То		Responsible to		,
Your job title			Number reporting dire	ctly to you	
Employer Name and A	ddress		Main duties		
	_				
Nature of business			Average no. hours worked p	er week, inclu	uding overtime
			Start salary/wage £		p.a. before deductions
No of employees			Final salary/wage £	-	p.a. before deductions
Reason for leaving			Other earnings/benefit	S	
DETAILS OF DREVI	OUS EMPL	OVMENT (in	date order, most rec	ont first)	
From	To	OTIVILIAT (III	Responsible to	ent mot)	
Your job title	10		Number reporting dire	ctly to you	
Employer Name and A	ddress		Main duties	ony to you	
Zimpioyor realito and re			man datios		
Nature of business			Average no. hours worked p	er week, inclu	uding overtime
			Start salary/wage £		p.a. before deductions
No of employees			Final salary/wage £		p.a. before deductions
Reason for leaving			Other earnings/benefit	S	
From	То		Responsible to		
Your job title			Number reporting dire	ctly to you	
Employer Name and A	ddress		Main duties		
Nature of business			Average no. hours worked p	or week inclu	Iding overtime
Trataic of Basiness	_		Start salary/wage £	oci week, iriek	p.a. before deductions
No of employees			Final salary/wage £		p.a. before deductions
Reason for leaving			Other earnings/benefit	S	
			, and the second		
From	То		Responsible to		
Your job title			Number reporting dire	ctly to you	
Employer Name and A	ddress		Main duties		
	_				
Nature of business			Average no. hours worked p	er week, inclu	
NI C I	_		Start salary/wage £		p.a. before deductions
No of employees			Final salary/wage £	0	p.a. before deductions
Reason for leaving			Other earnings/benefit	5	
From	То		Responsible to		
Your job title	10		Number reporting dire	ctly to you	
Employer Name and A	ddress		Main duties	ony to you	
A			main addo		
Nature of business			Average no. hours worked p	er week, inclu	uding overtime
			Start salary/wage £		p.a. before deductions
No of employees			Final salary/wage £		p.a. before deductions
Reason for leaving			Other earnings/benefit	S	

HEALTH						
Height	Are you fit to perform the duties involved in the position applied for?					YES/NO
Weight	<u> </u>					YES/NO
	IESTIONS ARE OPTIONAL		ee declaration on b	pack page		
	against persons with a disbilit			Have you had a	a serious acc	ident
adjustments to the recruitment process and to monitor our equal opportunities policy,			at work or elsewhere? YES/NO			
please tick one or more of the following statements which are appropriate to you.			If Yes, give det	ails		
[] I do not have a	disability					
[] I have dyslexia						
	a visual impairment					
Ē - Ē	a hearing impairment			Are you current	ly receiving a	•
[] I am a wheelcha	air user/have mobility difficulties			medical treatment? YES/NO		
[] I have mental h				If Yes, give det	ails	
= =	en disability e.g. diabetes, epilep	osy				
[] I have a disabili	ty not listed above					
Please give details if	applicable:					
COMPUTERS/I	NFORMATION TECHN	NOLOGY				
List main products us	ed (enter NONE where applicab	ole)	1	erience ns/Years		ncy level te 1-10
Hardware						
			 	ļ		
			i	i		
Software			1	1		
			Ì	Ì		
			;	1		
Internet/www			1	†		
			i i	i		
PRACTICAL SI	KILLS					
	kills acquired and speciali	ist training received				
		iot ii dii iii ig 1000110 d				
What qualities do	you have which most su	it you to the job you are	e applying for?			
Titlat qualities as			s applying lent			
FOREIGN LANG	UAGES	Weak	Fair	l l	-luent	
State languages						•
GENERAL	,					
	ain interests, sports and h	obbies?				
Wilat are year in	an intorooto, oporto ana n	1000100.				
To which clubs o	r societies do you belong	?				
	. essensing as you sensing					
Do you have any	other employment (including	ng part-time or night work) W	hich vou inten	d to continue?)	YES/NO
If YES, give details	outer employment (moldan	ng part time of highe work) w	There you mitori	a to continuo.		120,110
	ther commitments which may	v limit vour working hours	e.g. judicial mili	itary or local go	vernment?	
23 you have any or	willon may	, int your working hours	o.g. jaaroiai, mili	ilary or lookingo	· Jiiiiiiiiiiii	
Future training plans (give details of any courses you intend to pursue)						
rations training plans (give details of any courses you intend to pursue)						
Have you ever be	een dismissed from emplo	ovment? YFS/NO	O If YES, give rea	son		
a.o you over be	on diomisood from ompic	7	U , givo ica			
Have you ever be	een convicted of a crimina	ol offence? (N.B. The R.	ehabilitation of	Offenders Ad	ct 1974)	YES/NO
	other information relevant	,				1 = 3/110
. Journal give any t	Januar Internation Tolevant	to your application, e.c	J. Cathric arry II	Stable delliev		

If you need more space to answer any of these questions please use the NOTES section

REFERENCES Names and addresses of	of two referee	es who are not related to you	
Work Experience		Character	
			_
Occupation		Occupation	
Tel. No.		Tel. No.	
	VEC/NO		W2 VEC/NO
Can this referee be contacted now?	YES/NO	Can this referee be contacted no	ow? YES/NO
AVAILABILITY Please give details			
When would you be available for interview?	•		
If offered this job when could you start?			
Do you have any holiday commitments?			
How did you hear about this job?			
Do you know anyone in our employment? (g	nive names)		
Do you know anyone in our employment.	give riames)		
NOTEO II III II II II II			
NOTES Use this section if you require ac	dditional spac	e to answer any of the questions	
			-
			_
DECLARATION Please read carefully, th	nen sign and	date vour application	
I confirm that the above information is correct	5		
and understand that misleading statements may be	Applicant	Signature	Date
	Applicant	Signature	Date
sufficient grounds for cancelling any agreements			
made. I also understand that questions left			
unanswered may be discussed at interview.			
FOR OFFICE USE ONLY:			