

Application form

Application for employment as:

Surname (Block letters).....

Other names:

Address.....

.....

.....

Telephone.....

Education and training

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Details and results of any examinations taken

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Further education (e.g. technical college, evening classes)

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Any craft or other training

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Employment history

1. Present employer.....

Address.....

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.....

Job title.....

Duties.....

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Rate of pay

Date employed:

from.....to.....

Reason for leaving.....

No approach will be made to your present employer before an offer of employment is made to you.

Please tell us about other jobs you have done and about the skills you used and/or learned in those jobs.

SAMPLE

Please tell us why you applied and give examples of things you have done that make you particularly suited to the job.

Have you ever been convicted of a criminal offence?
(declaration subject to the Rehabilitation of Offenders (NI) Order 1978)

YES / NO

If you have a disability please tell us about any adjustments we may need to make to assist you at interview _____

Please tell us if there are any dates when you will not be available for interview _____

I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

Signature..... Date.....