

EMPLOYMENT APPLICATION

Please complete fully

Position for which you are applying	Location/Department
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Personal Details

Surname	Maiden Name	Preferred Title Mr / Mrs / Miss / Ms	Forenames
Address (inc. postcode)		Home Tel No.	
		Work Tel No.	
		Mobile No.	
		e-mail address	
		Date of Birth	
		NI Number	

Are you currently eligible for employment in the UK?

Yes/No

Do you require a work permit for employment in the UK?

Yes/No

If, Yes, do you have a current work permit?

(Please attach copy)

Yes/No

Expiry date:

Do you have a current driving licence?

Yes/No

Own transport:

Yes/No

Date obtained licence:

Date:

LGV Licence:

Date:

Have you any driving endorsements?

Yes/No

If yes, give details:

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Have you any criminal convictions not spent under the Rehabilitation of Offenders Act 1974? Yes/No

If yes, please advise:

Do you have an armed service/public duty commitment (e.g. are you a JP/councillor etc.)? Yes/No

If yes, please give details:

Have you made an application to the company before? Yes/No

If yes, please give details:

Health (Please give details of any medical condition(s) and/or any medication which may affect (or potentially affect) your ability to undertake the position you have applied for)

Are you on any medication that could impact your ability to do the job (ie. Drowsiness, fatigue)? Yes/No

If yes, please provide full details.

How many days have you lost through illness during the last 12 months? Days

Next of Kin (for emergency contact)

Surname	Forename(s)	Preferred title Mr / Mrs / Miss / Ms	Relationship
Home Tel No.		Mobile No.	
Address			
			Post Code

Names of relatives or friends employed within DWM Resources Ltd and state relationship:

Education

Schools attended & further education	Date From	Date To	Examinations / Qualifications / Courses & results

Professional Membership/Qualifications

Employment History: List below present and past employment, beginning with your most recent position and ensure all sections are completed

Employer Name	Type of Business		
Address	Start date	Leave date	
	Salary	Telephone No	
Job title	Duties/responsibilities:		
Reporting to	Title		
Reason for leaving			

I hereby give you permission to obtain references relating to my employment from those employers listed above.

Signature:

When are you available for employment/current notice period	Dates of any holiday commitments
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If there are no current or previous employers (e.g. you have just left full-time education) please give the names of two character referees:

Name of Referee:	Name of Referee:
Address	Address
Email Address	Email Address
Tel:	Tel:

Please state briefly why you feel you are suitable for the vacancy (Skills, Knowledge and Experience)

Salary expectation:

General

Please give details of any languages spoken

Interests/hobbies (please give details of pastimes, sports, etc.)

I acknowledge that this application forms part of any contract of employment, which may arise as a result of the information I have provided. I declare that the information given is, to the best of my knowledge, true and complete. I understand that any offer of employment made to me may be withdrawn or my employment may be terminated if any information I have given is found to be materially inaccurate or false.

Data Protection Act 1998: In order to comply with Data Protection Regulations please ensure you read and sign below.

I understand that the data given for myself and those named in this form will be processed for internal purposes only and I hereby consent to Sensitive Personal Data being held and processed by DWM Resources Limited.

Signature

Date

Equal Opportunities

We are committed to providing equality of opportunity in employment and it would be helpful if you could complete the following details. Any information you provide will be treated as confidential and will be used for no other purpose than as stated. It will be separated from your application form on receipt. It will be retained on your personnel file in the event you are subsequently employed. You are not obliged to provide this information.

Tick the appropriate			Male	Female
White	British	Irish	Any other white background	
Black or Black British	Caribbean	African	Any other black Background	
Mixed	White and Black Caribbean	White and Black African	White and Asian	Any other mixed background
Asian or Asian British	Indian	Pakistani	Bangladesh	Any other Asian Background

Is your age between (please tick):

16-24	25-29	30-39	40-49	50-59	60 or over
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Country of birth:

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How would you describe your sexual orientation (please tick)

Hetrosexual	Bisexual	Lesbian	Gay	Other	Prefer not to say
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My marital status is (please tick)

Hetrosexual	Bisexual	Lesbian	Gay	Other	Prefer not to say
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How would you describe your religion:

My religion is:	Prefer not to say?	I am not religious
Are you disabled?	Yes	No
If yes, please give bnef details of your disability		

Where did you hear about this job (please tick)

Newspaper (please specify which one)	Recruitment company	Company Website	Friend	Other
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