

APPLICATION FORM

(To be completed by applicant)

Title: Mr/Mrs/Miss etc	Surname	First Name
Address (inc post code)		
Telephone Number	Home	Mobile
Nationality		National Insurance No.
Do you have the right to live and work in the United Kingdom? YES/NO		Proof supplied YES/NO <i>See attached list of acceptable documentation</i>
Next of Kin		Relationship
Tel. No.	Home	Mobile

Position Applying For	
Closing Date	
How did you hear of the vacancy	

PREVIOUS EMPLOYMENT		
Employer	Position held & description of duties	Reason for leaving
Have you worked for this Company previously? YES/NO		Reason(s) for leaving

*Delete as necessary

EDUCATION & TRAINING	
University, college, school	Course studied & qualifications achieved

Do you hold a Current Driving Licence		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Category of Vehicle Licence Held			
B + C1	Car + Vehicle Rigid up to 7.5 tonnes	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Expiry Date:	
C	Rigid over 7.5 tonnes	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Expiry Date:	
C + E	Rigid + Articulated Vehicle (Old HGV Class 1)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Expiry Date:	
Have you ever been disqualified		Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes – please give reason			
Any Endorsements		Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes – please give details		Code	Date:
Do you hold a current A.D.R. Certificate		Yes <input type="checkbox"/>	No <input type="checkbox"/>

THE ABOVE INFORMATION WILL REMAIN STRICTLY PRIVATE & CONFIDENTIAL

Please provide two references. No approach will be made to either your present employer or your referees until an offer is made to you	
Name	Name
Address & Contact Details	Address & Contact Details

I confirm that, to the best of my knowledge, the above information is correct.

I accept that deliberately providing false information would result in my dismissal.

Signed:

Date:

For office use only:

Interviewed by:

For the position of

Comments:

**LIST OF ACCEPTABLE DOCUMENTATION FOR RIGHTS
TO LIVE AND WORK IN THE UK (tick as appropriate)**

- Full birth certificate issued in the UK, Channel Islands, Isle of Man or Ireland, including the names of your parents
- Certificate of registration or naturalisation stating you are a British citizen
- Letter or Immigration Status Document issued by the Home Office to you stating you can stay indefinitely in the UK (may also state your right to take up employment of the type offered)
- Passport showing you are a British citizen or have the right of abode in the UK
- Passport or National ID card showing you are a national of an EEA country or Switzerland
- Residence permit issued to you by the Home Office as a national of an EEA country or Switzerland
- Passport/other document issued by the Home Office with an endorsement stating you have a current right of residence in the UK as a family member of an EEA/Switzerland national who is resident in the UK
- Passport/other travel document endorsed to show you can stay indefinitely in the UK
- Passport/other travel document endorsed to show you can stay in the UK and endorsed to allow you to do the type of work you are offered
- Application Registration Card issued by the Home Office stating you are permitted to take up employment
- Work permit or other approval to take employment issued by Work Permits UK
- Letter issued by the Home Office, passport or other travel document endorsed to show you are able to stay in the UK and can take the work permit employment in question

Also if you are a non-UK national a copy of your National Passport in addition to the documents above.