

APPLICATION FOR EMPLOYMENT

Please ensure that all sections are completed fully and accurately before returning this form to us. Use additional sheets if more space is required.

Previous employers and referees will not be contacted without your prior permission.

When complete, send this form together with any other relevant documentation, such as your Curriculum Vitae, to the Personnel Department at Iracroft Limited.

Personal Information

Surname	<input type="text"/>
First name	<input type="text"/>
Address	<input type="text"/>

Telephone numbers: Please tell us if there are any restrictions on when or where we should contact you.

Day	<input type="text"/>
Evening	<input type="text"/>

General Information

Which shifts are you applying for?
 (delete as appropriate)

Poole Site	<input type="checkbox"/> Early (6am - 2pm)	<input type="checkbox"/> Late (2pm - 10pm)	<input type="checkbox"/> Night (10pm - 6am)
Blandford Site	<input type="checkbox"/> Day (8am – 5pm)		<input type="checkbox"/> Night (7pm – 5am)

What is the vacancy you have applied for?	<input type="text"/>
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How did you hear about the vacancy?	<input type="text"/>
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Have you worked for Iracroft before or had any other contact with us, if so, when and why?	<input type="text"/>
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If offered employment, when would you be able to start?	<input type="text"/>
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Education Please give details of secondary school and any further education.

Date from	Date to	Name of school, college, etc	Courses and qualifications

Training Please give details of any relevant training you have received, including both that provided by employers and any undertaken separately, for example Fork Lift licence, Health & Safety training, management skills, and work equipment on which you have been trained.

Year of training	Name of training provider or in-company	Nature of training course

Continue on separate sheet if additional training details required.

Employment Record Please give a history of your employment, starting with your most recent position and working backwards. This must cover at least 5 years, or since leaving school if less.

Present or most recent employment

Employers name
and address

Dates of employment

Positions held and
main responsibilities

Reasons for leaving

Previous employments

Employers name
and address

Dates of employment

Positions held and
main responsibilities

Reasons for leaving

Employers name
and address

Dates of employment

Positions held and
main responsibilities

Reasons for leaving

Continue on separate sheet if additional employment details required.

Skills

Please outline the skills and experience which you have gained through your employment or other interests which may be relevant to your application, giving dates where relevant.

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Do you have any language fluency?

Do you have any computer experience or skills?

Do you have any medical or physical conditions which would affect your ability to work at Iracroft?

How many days sick have you had in the last 12 months?

Please detail any serious accidents or illnesses in the last 5 years

Do you hold a driving licence, and for what category of vehicle?

Category of license:
Any endorsements: YES/ NO

Additional Information

What do you consider to be your career achievements to date?

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Which job have you enjoyed most and why?

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Do you have any hobbies and interests which you would like to tell us about?

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What do you do in your spare time?

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Please give the names and contact details of 2 people who will give you a reference.

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Is there any other information that you would like to give?

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Declaration

I confirm that the information give on this form is to the best of my knowledge complete and accurate.

.....
Signature

.....
Date