



New Vision House, New Vision Business Park, Glascoed Road, St Asaph, Denbighshire , LL17 0LP
 Tel: 01745 583 556 | E: enquiries@purecommercial.co.uk

Confidential Application for Employment

Surname:	Forenames:
Address::	Telephone Number:
Postcode:	Mobile Number:
	Email Address:
Position Applied for: Office/HR Manager	Do you hold a current Driving Licence?

Education

Schools/Colleges attended	Qualifications Gained

Professional Qualifications

Include details of professional association membership:

Employment History (Please list the most recent first and continue on a separate sheet if necessary)

Dates Employed (From and To)	Name & Address of Employer	Job Title and	Salary/Rate of Pay	Reason for Leaving

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Interest and Hobbies

Please state here your leisure interest, sports and hobbies and any other pastimes.

References

Please give the names and addresses of two people to whom we can apply for a reference. One of these should be your previous employer. If you do not want us to contact them, unless we offer you the position please tick the box.

<p>1. Name: Position: Address:</p> <p>Telephone No: Email:</p>	<p>2. Name: Position: Address:</p> <p>Telephone No: Email:</p>
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Health

How many periods of sickness absence have you had over the last 2 years?

How many days in total?

Please note that disability or pregnancy related absences do not need to be declared.

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How many days in total?

Please note that disability or pregnancy related absences do not need to be declared.

Criminal Record

Please list any criminal convictions except those 'spent' under the Rehabilitation of Offenders Act 1974. If none state 'none'.

Declaration

I confirm that the information provided on this application form is accurate and correct. I understand that any untrue or misleading information will give my employer the right to terminate any employment contract offered.

Any offer of employment will be conditional on your production of appropriate documentation demonstrating your right to work in the UK.

Print name: _____

Signed: _____ Date: _____

I confirm that the information provided on this application form is accurate and correct. I understand that any untrue or misleading information will give my employer the right to terminate any employment contract offered.

Any offer of employment will be conditional on your production of appropriate documentation demonstrating your right to work in the UK.

Print name: _____

Signed: _____ Date: _____