

**▼ Position details**

Position applied for:

Full/Part-time (Delete as applicable)

Branch/Department:

If Part-time, please state preferred hours

Thank you for your interest in Amarith. Please complete this form in as much detail as possible as it will be used to shortlist candidates for interview.

**▼ Personal details**

Surname:

Mr/Mrs/Miss/Ms/Other

Forename(s)

Previous Surname (if applicable) and date changed:

Current address

Previous Addresses

(please supply, with dates, all your previous addresses for the last five years)

Please continue on a separate sheet if necessary

Home Telephone:

Mobile Telephone:

Email Address:

National Insurance Number:



### ▼ General

Do you hold a full clean driving license?

Yes  No

(If no, please give details):

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Do you have access to a car?:

Yes  No

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Are you eligible to work in the UK? (ie if required, do you have a valid work permit?)

Yes  No

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Have you ever been convicted of any criminal offences which are not yet 'spent' under the

Yes  No

Rehabilitation of Offenders Act 1974? (If yes, please give details):

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### ▼ Education and training

#### Dates

From	To	School/College/University	Subjects studied	Level	Grades achieved
dd/mm/yy	dd/mm/yy				



Please state, with dates, any additional training courses attended (during employment) relevant to the position for which you are applying:

Are you currently studying for, or do you hold a certificate of membership for a recognised professional body? If yes, please give details:

▼ Employment history

Current or most recent employer

Employer:

Job title:

Address:

Salary and benefits:

Start date:

Notice required/date employment ceased:

Please give details of your main duties and responsibilities:

Reason for leaving:





**▼Additional information to support your application**

The job profile and person specification provided with this form identifies the experience and skills that form the selection criteria for this post. Please use the space provided to say how you meet the selection criteria. Continuation sheets(s) may be attached.

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**Leisure interests**



**▼References**

Please give the name and address of at least two referees we can contact, ensuring that this covers your employment or academic history for the past three years. If you are unable to provide two employment or academic references for the past three years then you will need to include the contact details of a professional person\* who can provide a personal reference covering this period.

\*Professional people include accountants, teachers, solicitors etc. Personal references should not be provided by immediate friends or relatives.

Referee 1

Referee 2

Name:

Name:

Occupation:

Occupation:

Address:

Address:

Telephone:

Telephone:

Period of time you have known the referee:

Period of time you have known the referee

Referee 1

Referee 2

Name:

Name:

Occupation:

Occupation:

Address:

Address:

Telephone:

Telephone:

Period of time you have known the referee:

Period of time you have known the referee

No references will be sought until an offer of employment has been made and your permission received.

**▼Data Protection Act 1998**

If your application is successful, the information you have provided will form part of your employment file and will be processed for all purposes in connection with your employment. If your application is unsuccessful or you choose not to accept any offer of employment made by Amarith, the information you have provided will be held for a period of six months and then destroyed. The Equal Opportunities Form will be retained to facilitate equal opportunity monitoring.





**▼Declaration**

I declare that the information I have given is, to the best of my knowledge, true and correct and may be stored and used in accordance with Amarith's recruitment and selection procedures. I understand that giving false information will disqualify my application or, if discovered after appointments, may be grounds for dismissal. You have my authority to contact the referees named in this form and to carry out personal vetting searches on me if required.

Signed

Date