

APPLICATION FOR EMPLOYMENT

Please return this/your completed Application Form along with your CV to 'The Manager' -
BY EMAIL to: jobs@thecoachy.com - OR BY POST to: The Coach House, Fieldhouse Road, Humberston, Grimsby DN36 4UJ

POSITION APPLIED FOR: _____ DATE OF APPLICATION: _____

APPLICANT DETAILS

Full Name: _____ Date of Birth: _____

Permanent Address: _____

Post Code: _____

Home Telephone No: _____ Mobile Telephone No: _____

National Insurance Number: _____ Transport Arrangements: _____

AVAILABILITY (Please indicate hours and days you would be available for work)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From (am)							
To (pm)							
No. of hours							

Are you available for work now? ☐ Yes ☐ No (Notice period or date available _____)

Current Salary £_____ pa £_____ per hour Required Salary £_____ pa £_____ per hour

LEGAL DECLARATIONS (Please be aware that making a false declaration will result in termination of employment)

Working Rights

Do you have documentary evidence which proves you have the right to work in the UK? (We require copies of these for personnel files)

☐ Yes (please state which documents)

☐ No

Health

Do you have any existing health conditions or disabilities that may affect your ability to carry out duties associated with the role applied for on this application? We are committed to ensuring its working environment is as accessible as possible.

☐ Yes (please give full details)

☐ No

Convictions

Have you been convicted of a criminal offence? (Which is not a spent conviction?)

☐ Yes (please give full details)

☐ No

EMERGENCY CONTACT DETAILS (NEXT OF KIN)

Name: _____ Relationship to You: _____

Address: _____ Telephone Number(s): _____

EDUCATION

Dates From To		Secondary School / College	Qualifications Obtained

EMPLOYMENT (Please outline your employment over the last 3 years)

Company Address & Tel. No & Name of Your Line Manager	Dates From To		Post held and a brief description of duties	Reason for leaving

REFERENCES (Please give details of two referees who have known you at least 3 years (employers or tutors))

May we contact the companies listed below for references?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name: _____	Name: _____		
_____	_____		
Address: _____	Address: _____		
_____	_____		
_____	_____		
Post code: _____ Tel No: _____	Post code: _____ Tel No: _____		

DECLARATION (Your Signature will only be required if you are asked to attend an interview)

I confirm to the best of my knowledge the information on this form is correct. I understand that any misrepresentation or omission of any material fact or deception will be a cause for immediate cancellation of consideration for employment or dismissal if I am already in employment.

Signed: _____ Date: _____

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