

Job Application Form

PLEASE COMPLETE THIS FORM IN BLACK INK AND THEN RETURN IT TO:

Catherine Spencer, Tiny Turners Nursery, 68 Darlington Road, Stockton-on-Tees TS18 5ER

Post applied for: _____

Personal Information		
Surname:		
Forenames:		
Title (Mr. Mrs. Miss. Ms. Etc):		
Previous names (if any):		
Current address:		
E-mail address:		
Daytime telephone number:	Mobile:	
Do you have the right to take up employment in the UK and, if necessary, a Work Permit?	Yes / No	
Dates you are not available for interview:		

Education and Qualifications

From GCSE or equivalent to degree level in chronological order (use a separate sheet if you need to).

Employment History

Please give details of your last three jobs, beginning with your present or most recent. Any relevant posts held before then may also be mentioned.

From - to, name and address, job title, description of employer duties and responsibilities, reason for leaving and salary on leaving (use a separate sheet if you need to).		

Other Information		
Do you hold a full clean driving licence?	Yes / No	
Do you have a car which you would be willing to use for school runs?	Yes / No	
The company would apply for an enhanced D.B.S Disclosure. Are you willing for this to happen?	Yes / No	
Do you have any other training, qualifications or skills relevant to the post? (use a separate sheet if you need to).		
Please give details of any time not accounted for elsewhere on this application form.		
Have you made a previous application to the Company? If so, when was this and what was the outcome?		
Please use this space to say why you are interested in the post for which you have applied and provide any other information that may assist your application (use a separate sheet if you need to).		

How many weeks' or months' notice do you have to give to your current employer?

Please give details of any special arrangements you would require to attend interview.

Referees

Please give details of two referees, one of whom should be your current or most recent employer. The other should not be a relative or contemporary.

First referee	Second referee

Declaration

I declare that the information I have given on this form is, to the best of my knowledge, true and complete. I understand that if it is subsequently discovered that any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or, if I have already been appointed, I may be dismissed. I hereby give my consent to the Company processing the data supplied on this application form for the purpose of recruitment and selection.

Signed:

Name: _____

Date: