

Application for Employment

Position Applied For

--

Personal Details

Surname:
Forenames:
Address:
Postcode:
Home Telephone Number:
Mobile Telephone Number:
Nationality:
Are there any restrictions to your residence in the UK that might affect your right to take up employment in the UK? YES/NO If yes please provide details:
If you are successful in your application would you require a work permit to work in the UK? YES/NO
Do you have a current driving licence? YES/NO Is it clean? If not please give details:
Have you ever been convicted of a criminal offence ? (declaration subject to the Rehabilitation of Offenders Act 1974) YES/NO If 'yes' please give details:

Health Details

The Equality Act 2010 defines a person with a disability as having a physical or mental impairment which has a substantial or long term effect on their ability to carry out normal day to day activities. Do you consider yourself disabled under the Equality Act 2010 ? YES/NO If yes, please give details of any special arrangements you would require to attend interview:

PLEASE COMPLETE IN CAPITAL LETTERS

Employment Details

Current Salary: Please give details
Basic Wage: £ _____ per week/month
Commission/Bonuses: £ _____ per
Is the position you are applying for FULL/ PART TIME ? If part time please state preferred hours / days:
If offered this position will you continue to work in any other capacity ?
Have you previously worked for any division of Cavalier Carpets ? YES/NO If yes, when and where ?
Do you have any relatives working for us? YES/NO If yes, who:
On what date would you be able to start employment ?

Employment History starting with your current or most recent employer

Name & Address of Company:
Telephone No:
Type of Business:
Finishing Salary:
Reason for Leaving:
Brief description of the work you did:
Name & Address of Company:
Telephone No:
Type of Business:
Finishing Salary:
Reason for Leaving:
Brief description of the work you did:

Education & Training Details

Name & Address of Company:

Telephone No:
Type of Business:
Finishing Salary:
Reason for Leaving:
Brief description of the work you did:

Name & Address of Company:

Telephone No:
Type of Business:
Finishing Salary:
Reason for Leaving:
Brief description of the work you did:

Name & Address of Company:

Telephone No:
Type of Business:
Finishing Salary:
Reason for Leaving:
Brief description of the work you did:

Name & Address of Company:

Telephone No:
Type of Business:
Finishing Salary:
Reason for Leaving:
Brief description of the work you did:

Schools:

Examinations & Results:

College / University:

Courses & Results:

Further Education & Formal Training:

Examinations & Results:

Professional membership and qualifications:
Please outline the skills & experience you have gained through paid employment, other work activities & interests which are relevant to your application for this position:
Additional Information:

References please give details of two people who can provide references - one of whom should preferably be your present/most recent employer.

Name:
Occupation:
Address:
Telephone:
<i>I give / do not give permission to take up references, prior to an offer of employment being made (delete clearly as appropriate)</i>
Name:
Occupation:
Address:
Telephone:
<i>I give / do not give permission to take up references, prior to an offer of employment being made (delete clearly as appropriate)</i>

Applicants Declaration

I declare that the information I have given in this application is accurate and true and that I am legally entitled to work in the UK. I understand that providing misleading or false information will disqualify me from appointment or, if appointed may result in my dismissal.
Signed: _____ Date: _____
Please return your completed application form to the Human Resource Department at the address below:
Renew Thompson St. Ind. Est., Blackburn, Lancashire BB2 1TX

For Office Use Only:

Interviewer:	Date:
Comments:	
Interviewer:	Date:
Comments:	
Reference Checks:	
1.	
2.	
Work Location:	
Position:	
Salary:	
Start Date:	

Equal Opportunity Questionnaire

STRICTLY CONFIDENTIAL

Renew are committed to the development of positive policies to promote equal opportunity in employment.

We therefore aim to ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, race, colour, ethnic origin, sexual identity, religious belief, political opinion, age or disability.

To ensure that our equal opportunity policy is effective we carry out monitoring of job applicants, and we would like you to answer the questions below.

This information will be separated from your application form before it is seen by the selection panel and held in confidence.

Monitoring is recommended by the Commission for Racial Equality, the Equal Opportunities Commission, the Disability Rights Commission and the Confederation of British Industry.

Name of Applicant

Position Applied For

Gender: Male Female

Ethnic Origin: White English Scottish Welsh Irish British

Mixed Any mixed background, please write in

Asian
 Indian Pakistani Bangladeshi

Any other Asian background, please write in

Black
 Caribbean African

Any other Black background, please write in

Other Ethnic background, please write in

Age: 16 - 24 25 - 34 35 - 44 45 - 54 55+

Marital Status: Married Unmarried Same sex civil partnership