



help you build

Get in touch

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Employment Application Form

Please complete all sections of this application form and return by email or post (details above) FAO HR Manager, Private & Confidential

Position applied for:

Branch location:

If you are unsuccessful in the role you are applying for, but would consider roles at other branches, please tick accordingly:

- | | | | |
|--|---|--------------------------------------|-------------------------------------|
| Bishops Waltham <input type="checkbox"/> | Fordingbridge <input type="checkbox"/> | Romsey <input type="checkbox"/> | Winchester <input type="checkbox"/> |
| Chandlers Ford <input type="checkbox"/> | Lymington (Hardleys) <input type="checkbox"/> | Tadley <input type="checkbox"/> | |
| Christchurch <input type="checkbox"/> | Portsmouth <input type="checkbox"/> | Totton <input type="checkbox"/> | |
| Fareham <input type="checkbox"/> | Ringwood <input type="checkbox"/> | Southampton <input type="checkbox"/> | |

Where did you hear about this vacancy?

Speculative Enquiry

Newspaper (please specify)

Agency (please specify)

Elliotts Employee (state full name)

Elliotts Website

Elliotts Social Media (please specify)

Internet Job Board (please specify)

Other (please specify)

Salary required: £

Personal information

Title: Mr Mrs Miss Other

First Name:

Known as:

Last name:

Address:

Post Code:

Telephone: Home

Mobile

Work

May we phone you at work? Yes No

Email address:

Work Permit

To comply with the Immigration, Asylum & Nationality Act, you will be asked to provide evidence of eligibility to work in the UK before starting work with us. If you are selected for interview you will be required to bring documentation of proof of your eligibility to the interview.

Do you require a work permit to work in the UK? Yes No

If yes, do you possess a valid UK work permit? Yes No Expiry

Driving Licence

Do you have a current licence? Provisional Full Date passed

Do you own a car? Yes No

Do you have an LGV licence? Yes No Date passed

If yes to LGV licence, do you have: Lorry Loader Certificate Yes No

Digital Tachograph Drivers Card Yes No

Drivers Qualification Card (CPC) Yes No

Do you have any endorsements? Yes No

If yes, please give details:

Have you ever been disqualified? Yes No

If yes, please give details:

Do you have a Counterbalance Forklift Certificate? Yes No Date passed

Do you have a Combilift Certificate? (multi-directional) Yes No Date passed

Criminal Convictions

Please provide details of criminal convictions below. Unless stated otherwise you do not need to provide details of convictions which are 'spent', as defined by the Rehabilitation of Offenders Act 1974 and subsequent regulations.

Please write 'NONE' if appropriate.

Current (or last) employer

Company name:

Company address:

Post Code:

Date employed: From To

Job title:

Notice Required: Current/last salary £

Main duties:

Reason for leaving:

Referee's name:

Referee's job title:

Telephone number:

Fax number:

Email address:

Previous employment

Please complete employment history in full for the last 10 years. Continue on a separate sheet if necessary.

1) Company name:

Company address:

Post Code:

Date employed: From To

Job title:

Salary on leaving: £

Reason for leaving:

Referee's name:

Referee's job title:

Telephone number:

Fax number:

Email address:

2) Company name:

Company address:

Post Code:

Date employed: From To

Job title:

Salary on leaving: £

Reason for leaving:

Referee's name:

Referee's job title:

Telephone number:

Fax number:

Email address:

Previous employment (continued)

Please complete employment history in full for the last 10 years. Continue on a separate sheet if necessary.

1) Company name:

Company address:

Post Code:

Date employed: From

To

Job title:

Salary on leaving: £

Reason for leaving:

Referee's name:

Referee's job title:

Telephone number:

Fax number:

Email address:

Secondary employment

To help us meet our statutory duty to comply with the Working Time Regulations 1998, please answer the following questions:

Do you currently have a second employer?

Yes

No

If yes, how many hours do you work per week?

Would you continue with this employment if you were successful in your application?

Yes

No

Company name:

Company address:

Post Code:

Referee's name:

Referee's job title:

Date started:

Main duties:

Interests & Hobbies

Please provide details of memberships of clubs, voluntary experience etc and other leisure interests.

Reason for applying/additional information.

Data protection

Elliott Brothers Limited will process the personal information provided by you in this Application Form in accordance with the Data Protection Act 1998.

Should your application be unsuccessful, or if your application is placed on hold pending a suitable vacancy arising, your personal information will be held on file for approximately 6 months. If you are successful in your application, the form will be placed in your personnel file.

Declaration

I declare that, to the best of my knowledge and belief, all the statements and information given in this form are true and complete and that I have not withheld any material fact. I accept that knowingly providing false or misleading information could result in dismissal.

I consent to the company obtaining references from any of my current or previous employers. Note: We will only seek a reference from your current employer once an offer has been made. All offers of employment will be subject to references being satisfactory to the company. If you do not have previous employers we will request two professional people who will act as a personal referee (not relatives).

Signature:

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Date:

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FOR INTERNAL MANAGEMENT USE ONLY - INTERVIEW NOTES

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