



Berkeley Heath Farm
 Berkeley
 Gloucestershire
 GL13 9EW
 Tel: 01453 810510 Fax: 01453 811987

JOB APPLICATION FORM

PERSONAL (Please use BLOCK CAPITALS throughout.)

Position applied for:	
Surname (Mr/Mrs/Ms/Miss):	First name(s):
Home address:	
<div style="text-align: right;">Tel no: Mobile no:</div>	
Present address (if different from above):	
Marital Status:	Children(yes/no)
Date of Birth:	Nationality:
Hours willing to work (weekends, eves, half terms, school holidays etc.) and your preferred total weekly hours:	

Hobbies, sporting activities and special interests:

EDUCATION

Dates from & To (month and year)	Full name of institution.	Part/full time	Courses taken, subjects studied and standards achieved.

I.T. Skills: Computer Qualifications and/or experience. (Please list details of software used, if any)..

WORK EXPERIENCE Past and present employment & any apprenticeships etc.

Dates (month and year)	Name and address of Company/Employer	Type of business	Job title
From To			

Please give details of duties and responsibilities carried out in the above jobs, including number of staff controlled and any experience which you feel may be relevant to the position for which you are currently applying (Continue on additional paper if required)

Please state your most recent starting and leaving salaries and your reasons for leaving your current employment (if applicable):

May we contact any of the above employers YES/NO.

If NO, which ones do you not wish us to approach?.....
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MEDICAL

If you have any physical defects or have had serious illness, please give brief details:			
Are you registered disabled? YES/NO	RDP No.	Office of issue:	Date of Expiry
Please state next of kin:			
Name:	Tel no.		
Address:	Relationship:		

GENERAL

Please use this space for any other relevant information you consider may support your application.

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PERSONAL REFERENCES

Please give names and addresses of two referees.

Name Occupation Address Tel No.	Name Occupation Address Tel no.
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How did you learn of this vacancy?

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What notice is required by your present employer?

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Please give an indication of salary expected

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DECLARATION

I certify that the information given by me on this form is to the best of my knowledge and belief correct. I understand that false information given on this form can lead to instant dismissal after engagement.

Signature.....

Date.....