

**JF ANDREWS ENGINEERING LTD
APPLICATION FOR EMPLOYMENT**



We are an equal opportunities employer and welcome applicants from all suitably qualified persons.

POSITION APPLIED FOR:		Ref No:	JFA16/10-15/
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Personal Details			
First Name(s):		Surname:	
Home Address:		Home Tel No.:	
		Mobile Tel No.:	
		Work Tel No.:	
Post Code:		E-mail Address:	
National Insurance Number:			

Education and Training

Please supply detail of second/third level education

<i>Secondary School / College / University</i>	<i>Examinations passed including subject & grade</i>

Post Graduate Qualifications:

<i>College / University</i>	<i>Qualification Awarded</i>

Membership of Professional Bodies:

<i>Name of Professional Body</i>	<i>Year of Entry</i>	<i>Grade of Membership</i>

Personal Development (including training courses, membership, voluntary work, etc. you consider relevant):

<i>Provider</i>	<i>Type of Development</i>

Employment History			
Name and Address of Present or Last Employer:			
Nature of Business:			
Dates Employed:		Position held:	
Brief description of your responsibilities and key achievements:			
Reason for Leaving:		Current Salary:	
Notice Required:			

Previous Employment History

Employer's Name & Address:			
Nature of Business:			
Dates Employed:		Position held:	
Brief description of your responsibilities:			
Reason for Leaving:		Final Salary:	

Employer's Name & Address:			
Nature of Business:			
Dates Employed:		Position held:	
Brief description of your responsibilities and key achievements:			
Reason for Leaving:		Final Salary:	

We require details of all employers over the last 10 years. Please continue on a separate sheet of paper if necessary.

General Information	
Do you hold a current driving licence?	Yes / No
What category(ies) of vehicle are you licensed to drive? (please list)	
If you have any driving convictions, endorsements or penalty points please provide details.	

Have you any previous convictions for a criminal offence (other than motoring offences) which are not spent under the Rehabilitation of Offenders Act?	Yes / No
If yes, please give full details	

Please state why you have applied for this post. Indicate past achievements, experience and personal qualities you believe may indicate your suitability for the position applied for. This information will be used for shortlisting.

Please continue on a separate sheet if you wish.

Referees

Please nominate 2 referees one of whom should normally be a current or previous employer. We reserve the right to contact either or both of the people named. We will not contact a referee without your permission or until an offer of employment has been accepted.

Name:		Name:	
Address:		Address:	
Post Code:		Post Code:	
Occupation:		Occupation:	
Contact Tel No.:		Contact Tel No.:	

I confirm that the above information is correct to the best of my knowledge. I understand that any false information may disqualify me from employment or render me liable for dismissal.

Signature:	Date:
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