

## APPLICATION FOR EMPLOYMENT

PLEASE RETURN THIS FORM TO:

**The Stock Shop, Unit 6 Lancaster Way, Ely, Cambridgeshire, CB6 3NW. (01353 666322)**

This application form and any attached CV will be included in your personnel file if you become a member of The Stock Shop staff. If your application is unsuccessful, the form and any attached CV will be held on file for a period of three months at which time it will be securely destroyed.

## APPLICANT INFORMATION

Surname

Forename/s

Ms/Miss/Mrs/Mr

Address

County

Post Code

Date of Application

UK National Insurance No.

Telephone

Mobile

Email Address

Date Available

Position Applied for

Which Shop/Department

Are you a United Kingdom (UK), European Community (EC) or European Economic Area (EEA) National?

YES  NO

Have you ever worked for this company? YES  NO

If so, when?

## MONITORING

Where did you hear about this vacancy? (Please tick)

Newspaper

Shop Window

Job Centre

Careers Office

Website

Other

If other, please specify:

**PREVIOUS EMPLOYMENT**

*Please give details of previous employers, beginning with your most recent.*

Employer Name

Reporting To

Address

Job Title

Salary on  
leavingPeriod of  
notice

Responsibilities

From

To

Reason for Leaving

Employer Name

Reporting To

Address

Job Title

Salary on  
leavingPeriod of  
notice

Responsibilities

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To

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**CRIMINAL CONVICTIONS**

Do you have any unspent criminal convictions or any cautions, warnings or reprimands?

Yes No 

If yes please provide details

## EDUCATION

**Please continue on a separate sheet if needed to list any training, courses, skills, qualifications and experience relevant to the job for which you are applying.**

Subject	Place of study
Grade/Result	Year of completion
Subject	Place of study
Grade/Result	Year of completion
Subject	Place of study
Grade/Result	Year of completion

## REFERENCES

Please list two referees (If you do not have two previous employers who we can contact, please provide details for an educational and / or character reference.)

**References may be obtained prior to interview or offer of employment**

Full Name	Position
Relationship	
Company	Telephone
Email Address	Fax
Address	
County	Post Code
Full Name	Position
Relationship	
Company	Telephone
Email Address	Fax
Address	
County	Post Code

**ADDITIONAL INFORMATION**

*Please note any supporting information that is relevant to the job, for which you are applying*

**DISCLAIMER & SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.  
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature		Date
Print Name		

**FOR OFFICE USE ONLY**

Accept	Reject	Reason
Position Offered		Start Date
Store		
Salary per hour		Hours
Additional Comments		