**Application Form**

**Please ensure that all parts of the application are completed in BLOCK CAPITALS**

**Position Applied For:** --------------------------------------------------------------------------------------------------------------------------------------

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Forename(s): | --------------------------------------------------- | | | | | Surname: | | -------------------------------------------------------------------- | | | | | | |
| National Insurance number: | | 🞎🞎🞎🞎🞎🞎🞎🞎🞎🞎 | | | | | | | | | | |  | |
| Address including Postcode:  -----------------------------------------------------------------------------------------------------------------------------------------------------------------------  ----------------------------------------------------------------------------------------------------------------------------------------------------------------------- | | | | | | | | | | | | | | |
| Email:  -------------------------------------------------------------- | | | | |  | | Mobile No: | | | ----------------------------------------------------------- | | | | |
| -------------------------------------------------------------- | | | | |  | | Home Tel: | | | ----------------------------------------------------------- | | | | |
|  | | | | | | | | | | | | | | |
| For compliance of the Working Time Directive, please indicate which age bracket you fall into: | | | | | | | | | | | | | | |
|  | Under 16 | 🞎 | 16-17 | | 🞎 | | 18+ | | 🞎 | |  |  | |  |
| Eligibility to work in the UK & Ireland: You must bring the original documentation if invited to an interview as evidence of your entitlement to work in this country. Failure to do so will invalidate your application. *Please confirm which of the following you have*: | | | | | | | | | | | | | | |
| 🞎 British Passport or UK birth certificate & letter | | | | 🞎 Certificate of registration / naturalisation as a British Citizen | | | | | | | | | | |
| 🞎 Passport showing right to live & work in the UK | | | | 🞎 EEC passport or identity card plus required work registration letter | | | | | | | | | | |
| 🞎 Non-European passport with relevant work visa | | | | 🞎 Any other document that supports your eligibility to work in the UK | | | | | | | | | | |

**Skills and Experience:**

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| --- |
| Tell us the qualities you have that will make you suitable for the role. |

**Education:**

|  |  |
| --- | --- |
| Name & address of school or college | Qualification achieved or being studied |
|  |  |
|  |  |
|  |  |
|  |  |

**Previous Employers:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of employer and type of business: | Position: | | | Rate of pay: | | Dates of employment: |
| What were your duties? | | | | Reason for leaving: | | |
| Manager’s Name: | | Telephone no: | | | Email: | |
|  | |  | | |  | |
| Name of employer and type of business: | | | Position: | Rate of pay: | | Dates of employment: |
| What were your duties? | | | | Reason for leaving: | | |
| Manager’s Name: | | Telephone no: | | | Email: | |
|  | |  | | |  | |
| Name of employer and type of business: | Position | | | Rate of pay: | | Dates of employment: |
| What were your duties? | | | | Reason for leaving: | | |
| Manager’s Name: | | Telephone no: | | | Email: | |

**Any further experience or training:**

|  |
| --- |
|  |

**Gaps in Employment**

|  |  |  |
| --- | --- | --- |
| Length of gap: | Between which employers: | Reason: |
|  |  |  |
|  |  |  |

**Relatives working at ABLE:**

|  |  |  |
| --- | --- | --- |
| Name of relative: | Job title: | Relationship to relative: |
|  |  |  |
|  |  |  |

**Driving Licence:**

Do you hold a full UK driving licence?

🞎 YES 🞎 NO

**References:**

Please give us the names of 2 people (not related to you), who can be contacted to provide a reference for you. At least one should be work related. If this is your first job, please give a tutor / lecturer’s name.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | Telephone Number: | Email: | How do you know this person? |
|  |  |  |  |
|  |  |  |  |

**Declaration:**

|  |
| --- |
| My signature confirms that all the information given on this application form is true and complete. I understand that any falsification or deliberate omissions may disqualify my application or lead to my dismissal. I confirm that I am entitled to work in the UK & Ireland and can provide original documentation to confirm this. I understand that my employment is subject to references that are satisfactory to Able UK Ltd.  Signed: Date: |