**Application Form**

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

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

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| --- | --- | --- | --- |
| 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:**

|  |
| --- |
| 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:  |