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| **AUSTINS - APPLICATION FOR EMPLOYMENT** | | | | |
| Complete in your own handwriting | **(Confidential Record)** | | |  |
| Position applied for: Date of application | | | | |
| What employment are you looking for: | Permanent | | Temporary | Full Time |
|  | Part Time | | Saturday | Sunday |
| Where did you see the position advertised: | | | | |
| If offered this position will you continue to work in any other capacity? (give details) | | | | |
|  | | | | |
| Title: Mr/Mrs/Miss/Ms/Other |  |  | National Insurance No: / / / / | |
| Surname: Former/Maiden Name: | | | | |
| Forenames: Address: | | | | |
| Post Code: | | | | |
| Tel No: Mobile No: Email: | | | | |
| Date of Birth: | | | Marital Status: | |
| No of children & ages if under 18: | | | Occupation of Partner: | |
|  | | |  | |
| Please give details of next of Kin |  |  |  |  |
| Name: | | | Address: | |
|  | | | Relationship: | |
| Telephone: |  |  | Mobile No: | |
|  |  |  |  | |
| Have you been employed by this Company before: | | YES / NO | If "YES" give details |  |
| Have you relatives who are employed at Austins: | | YES / NO | If "YES" give details |  |
|  | |  |  |  |
| Nationality: | | | | |
| Are you legally eligible for employment in the UK? | |  | YES / NO |  |
| Do you need a work permit to work in the UK? | |  | YES / NO |  |
| Note: To comply with The Assylum and Immigration Act 1996, if you are invited to attend an interview, you must bring with you | | | | |
| evidence of your eligibility to work in the UK. No offer of employment will be made unless such evidence is provided. | | | | |
|  | | | | |
| Do you have any convictions which are not "spent" under the Rehabilitation of Offenders Act, 1974 YES / NO | | | | |
| If "YES" please give details | | | | |
| Do you have any prosecutions pending? YES / NO If "YES" please give details | | | | |

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| Do you have a disability? YES / NO | | If "YES" give details: | | |
| Is there any special equipment or facilities the Company could provide which would assist you in carrying out | | | | |
| the job? (Please give details) |  |  |  |  |
|  | | | | |
| Do you hold a driving licence? |  | YES / NO | Full / Provisional |  |
| Has it been endorsed? |  | YES / NO |  |  |
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| Give details of schools last attended from age 11 | | | | |
| Name & Address of school | From | To | Examinations (Subjects/Results) | |
|  |  |  |  | |
|  | | | | |
| Give details of Further Education | | | | |
| Name & Address of College | From | To | Type of Training | Qualifications |
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| Present/Previous Employer: |  | Type of Business: |
| Address: | | |
| Starting date: | | Leaving Date: |
| Reason for leaving: | | Finishing Pay: |
| Duties/Responsibilities: |  |  |
|  |  |  |
| Present/Previous Employer: |  | Type of Business: |
| Address: | | |
| Starting date: | | Leaving Date: |
| Reason for leaving: | | Finishing Pay: |
| Duties/Responsibilities: |  |  |
|  |  |  |
| Present/Previous Employer: |  | Type of Business: |
| Address: | | |
| Starting date: | | Leaving Date: |
| Reason for leaving: | | Finishing Pay: |
| Duties/Responsibilities: |  |  |
|  |  |  |
| Present/Previous Employer: |  | Type of Business: |
| Address: | | |
| Starting date: | | Leaving Date: |
| Reason for leaving: | | Finishing Pay: |
| Duties/Responsibilities: |  |  |
|  |  |  |
| References - Give name and address of two referees, (not relatives), one must be your current or last employer. | | |
| We will not approach your present employer until we have made an offer of employment which you have accepted. | | |
| Name: | | Address: |
| Tel No: | | |
| Name: Address: | | |
| Tel No: | | |

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| What are your hobbies/Interest: |
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| Please give any additional information you consider relevant to support your application: |
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| When would you be available to start: |
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| It is the company's policy to employ the best qualified personnel and provide equal opportunity for the advancement |
| of employees including promotion and not to discriminate against any person because of race, colour, national origin, |
| marital status or disability. |
|  |
| I authorise the Company to obtain references to support this application once an offer has been made and accepted. |
| To the best of my knowledge all the information I have given is true. I understand that any false statement may |
| disqualify me from employment or render me liable to dismissal. I give my consent to my personal information |
| being processed in relation to my application for employment. Data Protection Act - the information given to us in |
| this form will only be used in relation to your application for employment. By signing this declaration you are giving |
| us your express consent to retain and process this information under the Data Protection Act 1998. |
| Signature: Date: |
| **R C AUSTIN LIMITED, 6 COURTENAY STREET, NEWTON ABBOT, DEVON. TQ12 2DU TEL: 01626 333444** |
| **EMAIL:** [**enquiries@austins-uk.com**](mailto:enquiries@austins-uk.com) **WEB SITE:** [**www.austins-uk.com**](http://www.austins-uk.com/) |