

# Application for Employment



Post applied for

Date

Surname

Other names

Address

Post Code

Home Telephone

Work Telephone

Mobile

e-mail

National Insurance Number

Date of birth

Driving Licence full/provisional

Details of any driving offences

N.B. please bring your license to your interview

## Education and Qualifications

School/College/University    dates

Qualification

Grades



### **Other Information in Support of the Application**

We want to know why you will be a good member/worker (*see below*) in this co-op. We want to know about employment, hobbies, home-based work, voluntary activities and wherever you may have acquired the relevant skills.

Make sure you include any managerial experience; formal, informal, group, self or collective.

Please do not write us your entire life story.

*(delete as necessary. You are either applying as a Trial Member or as a non-member employee or casual worker)*

**Health and Social Circumstances**

Is your ability to perform this job limited in any way? Yes/No  
If yes, tell us how, and how we may overcome the limitation to enable you to do the job.

Would you be prepared to take a medical? Yes/No

**Criminal Record**

Give details of any unspent criminal convictions that you may have (in accordance with the Rehabilitation of Offenders Act).

**Vacancy**

Where did you learn of this vacancy?

**References**

We ask for two – one from your most recent employer or from education establishment). Please indicate if you do NOT want us to ask for references prior to interview.

Name	Name
Position	Position
Organisation	Organisation
Address	Address
Phone	Phone

I declare that the particulars given above are true to the best of my knowledge. I understand that should any be subsequently found to be false this may affect the continuation of my employment.

Signed..... Date.....

Return this form to: Personnel, On the Eighth Day, 111 Oxford Road Manchester M1 7DU