

APPLICATION FOR EMPLOYMENT

CONFIDENTIAL

Millstream Management Services

Millstream House, Parkside, Ringwood, Hampshire, BH24 3SG

Please complete all sections on this page

Position applied for: _____	Lodge _____	Salary sought _____	Date of application _____
Surname: _____	Forename(s): _____		
Address: _____			
Post Code: _____	Telephone Nos. (Home): _____	(Mobile): _____	
(Business): _____	(E-mail address): _____		

National Insurance No: / / / /
Do you require a work permit to work in the UK? Yes No
(Please note that in accordance with the Asylum & Immigration Act 1996, Section 8, all new employees are required to provide documentary evidence of entitlement to work in the UK, such as an official document indicating the National Insurance number, for example, a National Insurance card, P45, P60 or payslip, or a UK Resident Permit).

Do you have a current driving licence? Yes No	Do you have any current endorsements? Yes No
If yes, give details: _____	

Do you have any disabilities which may affect your application or employment?

If so, please identify any adjustments to our recruitment arrangements which might help you in your application:

(Information requested to ensure compliance with our obligations under the Disability Discrimination Act 1995.)

Please give any information you feel is relevant to your application (e.g. previous applications or employment with this Company, public duties undertaken, ability to attend for interview) _____

Have you ever been convicted of any criminal offence. (Declaration subject to the Rehabilitation of Offenders Act)
Yes No If yes please give details

Have you ever been declared bankrupt? Yes No If Yes, give details _____

Have you any relatives working for us? Yes No If yes please give names and relationships _____

Please complete sections where information has not previously been provided.
 (All applicants will be expected to provide proof of qualifications on request).

SECONDARY EDUCATION

Name & Location of school	Qualifications Include grades, if available
_____	_____
_____	_____
_____	_____
_____	_____

FURTHER EDUCATION AND TRAINING INCLUDING ANY PART TIME COURSES COLLEGE/ UNIVERSITY

Name & Location of college/university	Qualifications Include grades, if available
_____	_____
_____	_____
_____	_____
_____	_____

PREVIOUS EMPLOYMENT

Please list all employment since leaving full time education or covering the last 10 years which ever is the longer, commencing with your most recent or current position.

EMPLOYER	DETAILS OF EMPLOYMENT	
Name and address		
_____	Position _____	
_____	Responsibilities _____	
_____	_____	
_____	_____	
Nature of Business _____	Reason for leaving _____	Salary _____
EMPLOYER	DETAILS OF EMPLOYMENT	
Name and address		
_____	Position _____	
_____	Responsibilities _____	
_____	_____	
_____	_____	
Nature of Business _____	Reason for leaving _____	Salary _____

Please continue on separate sheets, as necessary.

ADDITIONAL QUALIFICATIONS, MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS, ETC.

OTHER SKILLS

Please give details of courses attended or other skills you may have which are relevant to your application

LEISURE ACTIVITIES

PLEASE DETAIL ANY ACHIEVEMENTS WHICH YOU FEEL ARE RELEVANT TO YOUR APPLICATION AND ADD ANY FURTHER INFORMATION WHICH YOU FEEL MAY ASSIST YOUR APPLICATION, CONTINUING ON ANOTHER SHEET IF NECESSARY

REFERENCES

