

## APPLICATION FOR EMPLOYMENT

*PLEASE RETURN APPLICATION FORM TO:*

*HR Department, Tuctaway, Oaktree Drive, Clacton On Sea, Essex, CO15 2DN*

*Or email [hr@willowparkgroup.co.uk](mailto:hr@willowparkgroup.co.uk)*

**Confidential**

**Position applied for:.....**

Title: Mr Mrs Miss Ms		Address:	
Surname		Postcode:	
Forenames			
Date of Birth		Tel. number & Email Address:	
Current Driving Licence	Yes/ No	Details of Endorsements	
Schools		Qualifications Gained	
College/University		Qualifications Gained	

Other Training/professional qualifications
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Leisure: - Please note here your interests, sports and hobbies, other pastimes etc.

From - To	Name and Address of all employers including any breaks in employment	Job Title & Duties	Start/Finish Salary	Reason for Leaving

**Notice required in current post:**

**References:**

Please note here the names and addresses of two persons one of whom should be your present/last employer from whom we may obtain both character and work experience references.

Present/ Last Employer:

  
  

Email:

**Character Reference: (known for more than 2 years of no relation or former work colleague)**

  
  

Email:

**General Comments**

Please detail here your specific reasons for this application, your main achievements to date and the strength you would bring to this post.

**Criminal Record**

Please note any criminal convictions except those spent under the rehabilitation of offenders Act 1974. If none, please state.

**Job Description**

PLEASE READ THE JOB DESCRIPTION CAREFULLY AND CONFIRM IF THERE IS ANY REASON THAT WOULD PREVENT YOU FROM UNDERTAKING THIS JOB.

1. I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.
2. I hereby give my authority for the company to contact my own doctor for any further details of my state of health.
3. I agree that the company reserves the right to require me to undergo a medical examination in the event of my appointment.
4. Do you have the right to work in the UK? Y/N

***An Enhanced Child and Adult DBS (Disclosures Barring Service), will be completed if your successful following an interview.***

Date:

Signed:

PLEASE CONFIRM WHERE YOU HEARD ABOUT THIS POSITION: \_\_\_\_\_

*Please note that due to high levels of interest we are unable to reply to all applicants. If you haven't been contacted within two weeks you would have been unsuccessful. We apologise for any inconvenience caused.*