# Application Form PRIVATE & CONFIDENTIAL



## **Personal Details**

Vacancy applying for:			
Location:			
Surname		Forename (s)	Title
	Address		Post code
Date of birth	Т	elephone number	Mobile number
Do you have the right to work in the UK: Yes/No You will be required to provide evidence to support this if you have stated yes and you are successful in your application.		You may rely upon the following documents:  * UK Passport  * National Identity Card  * Full birth certificate and NI official document  Or any other official documentation which certifies your right to work and remain in the UK	
National Insurance Number:		Email address:	
Notice period for current positi	on		

### **Minimum Requirements:**

Can you confirm that you are over 16 years of age?	Y/N
Are you flexible with your working hours	Y/N
If no, please give details of when you cannot work:	
Do you have any friends or relatives that work for Deichmann?	Y/N
If yes, please provide us with their name, their store locations and the relationship to you:	

## Absence:

Please list all sickness absences from work in the past 12 months and the reasons for such absences.

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## **Employment History:**

Begin with the most recent and work back. Please explain any gaps in employment.

Employer (From & To)	Position held and brief description of duties	Reason for leaving

Qualification gained

## **Education:**

Provide education details and qualifications gained.

School/College

Supporting information: Use this box to tell us about experiences and relevant into Continue on another sheet if necessary.	formation to support your application.

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### **References:**

Re	eference 1	Re	ference 2
Name		Name	
Company Name		Company Name	
Position		Position	
Connection to you		Connection to you	
Address & postcode		Address & postcode	
Telephone number		Telephone number	
Email address		Email address	
Can we contact refer Yes/No	ee prior to interview	Can we contact reference Yes/No	ee prior to interview

#### **Criminal Record:**

Please proved details if you have any criminal	convictions except those	'spent' under the	Rehabilitation of
Offenders Act 1974. If none please state:			

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Please read carefully before submitting this application form. By submitting the application form you are agreeing with and to the following:

- 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 or commenced.
- I agree that the organisation reserves the right to require me to undergo a medical examination. (Should we require further information and wish to contact your doctor with a view to obtaining a medical report, the law requires us to inform you of our intention and obtain your permission prior to contacting your doctor).
- 3. I understand that any offer of employment is subject to receipt of references satisfactory to the Company and receipt of proof of eligibility to work in the UK
- 4. Under the Data Protection Act 1998, I hereby give Deichmann permission to obtain references from any details supplied on this application form and to securely store any personal or sensitive data on my personnel file.

Print Name	
Date	