

Application for Employment

About the vacancy

Vacancy applied for: _____ Vacancy Ref: (Office use only) _____

Have you previously worked for F P McCann Ltd? _____

Vacancy Information

How did you find out about the job?

Newspaper _____ Internet _____
(Please specify) (Please specify)

Company Website Friend Existing Employee Other _____
(Please specify)

Personal details

Title Mr Mrs Miss Ms Other Please specify _____

Surname _____ First Name(s) _____

Address _____

_____ Postcode _____

Home Tel No: _____ Mobile Tel No: _____

E-mail address _____

Do you hold a current UK Driving License? _____

Have you any endorsements on your license? If so, please specify: _____

Do you hold a current valid passport or ID card? _____

Rehabilitation of Offenders Act, 1974

Are you legally eligible for employment in the UK? _____

Have you ever been convicted of a criminal offence, other than a spent conviction under the Rehabilitation of Offenders Act, 1974?

Failure to disclose such information may result in dismissal or disciplinary action by FP McCann. This information will be treated as confidential and will not necessarily preclude you from employment.

Work History

(Start with your most recent job and work back. Continue on a separate sheet if necessary)

Employer Name	Length of Service	Position held and description of duties	Reason for Leaving

Education

(Start with your most recent and work back. Continue on a separate sheet if necessary)

School/College/University/Other	Course Studied	Grade / Result

Other Qualifications / Skills

(Have you undertaken any training / professional courses relevant to the position applied for? If yes, please give details)

Course Title	Qualification Awarded	Grade / Result	Expiry Date

Any Other information to support your application

(Please supply any other information which you feel could assist your application including details explaining gaps in your employment history, skills which you have developed outside work and also the reason(s) why you feel you would be suitable for the position).

If you require any particular adjustments when attending an interview, please give details:

Referees

(Please give the names and contact details of two people we may contact as referees)

Name _____

Company Name _____

Occupation _____

Contact No: _____

DECLARATION

I declare that the information I have given, is to the best of my knowledge true and complete. I understand that if I have knowingly provided false information or withheld relevant details, this could lead to disqualification from appointment or dismissal without notice.

Signed: _____ Date: _____

We are an Equal Opportunities Employer and welcome applications from all sections of the community