

PRIVATE & CONFIDENTIAL



APPLICATION FORM

Position applied for	Full/Part-time
Preferred location	

GENERAL INFORMATION *(Please use BLOCK CAPITALS)*

Surname	Mr/Mrs/Miss/Ms	National Insurance No.												
First Name(s)	Schedule D/Tax Reference Number (Self employed applicants only)													
Maiden Name	Date of Birth													
Address	Emergency contact details Telephone Number													
Tel No Home	Work	Mobile	For office use only											
Are discreet calls acceptable at work?	YES/NO		Passport No:											
Do have access to a car?	YES/NO		Driving Licence No:											
			CRB Check											

PHYSICAL RECORD

Do you suffer from epilepsy, asthma or diabetes? _____

EDUCATION

	School/College/University Name	Course/Qualifications
1.		
2.		
3.		

REFEREES

Please give details of four referees who have known you for at least **FIVE YEARS**. Relatives are not acceptable.

	Name	Address	Tel No Home	Tel No Work	Period Known
1.					
2.					
3.					
4.					

Dreamtime Events is committed to providing equal opportunities and welcomes all sectors of the community

Dreamtime Events Ltd, P.O. Box 793, St Albans AL4 0ZF
Telephone: 01727 767258 Fax: 01727 898334 email: office@dreamtimeevents.com

GENERAL

Hourly rate of pay expected _____

Are you prepared to work am and/or pm as the situation demands? _____

Period of notice required by present employers _____

Do you have any part-time jobs? _____

Do you have any holiday committments? _____

First Aid What qualifications do you have (*if any*)? _____

Interests/hobbies/sports _____

DECLARATION BY APPLICANT

I agree to abide by all company rules and conditions.
 I agree to submit to a personal search whilst on duty.
 I agree to be photographed for ID purposes or to produce a photograph when required.
 I agree to attend company training courses as arranged.
 I agree to such medical examinations as may be required during my employment.

I DO/DO NOT AGREE to my present employer being approached for references.

I certify that I have personally completed this application form and given the company permission to confirm the information I have provided. I understand that it is a criminal offence to give false information or misleading information to obtain employment and this may lead to prosecution or, if employed, provide grounds for dismissal.

Signature of Applicant.....Date.....

Please show all periods of **EMPLOYMENT** and **UNEMPLOYMENT FOR PAST 10 YEARS OR FROM LEAVING SCHOOL**. If unemployed, show area in which you were unemployed or Unemployment Benefit Office address if you were registered. If self-employed, give name, address and telephone number of accountant. If company closed down, provide details of referee to confirm.

Current Employer/Unemployment	Date/Month/Year	Occupation
Company	From	Dept/Works No
Address	To	
Reasons for leaving COMPANY TRADING/CLOSED DOWN <i>Please delete one of these</i>		

Previous Employer/Unemployment	Date/Month/Year	Occupation
Company	From	Dept/Works No
Address	To	
Reasons for leaving COMPANY TRADING/CLOSED DOWN <i>Please delete one of these</i>		

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Company	From	Dept/Works No
Address	To	
Reasons for leaving COMPANY TRADING/CLOSED DOWN <i>Please delete one of these</i>		



DECLARATION FORM

Have you ever been fined, sentenced to imprisonment, placed on probation, discharged on payment of costs, or had any order made against you by a civil, criminal or military court or public authority? If yes, please give details.

Signature.....

Have you ever been dismissed for misconduct by an employer? If yes, please give details.

Signature.....

Whilst we are waiting for your Police Data information to be returned, you must answer the following questions.

Have you any previous convictions (other than for motoring offences)?

Answer Yes or No: _____

If yes, please give details, including the nature of the offence(s), the nature of the conviction(s) and the dates. Please continue on the back page if necessary. _____

Have you ever been charged with or convicted of an offence against or involving children?

Answer Yes or No: _____

If yes, please give details, including the nature of the offence(s), the nature of the charge(s) and the dates. Please continue on the back page if necessary. _____

PLEASE BRING PROOF OF CURRENT ADDRESS TO YOUR INTERVIEW

ADDRESSES DURING THE LAST TEN YEARS

	Dates	
	From	To
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____

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