

Joseph Rochford Gardens Ltd



Application Form

Application form to be completed and may be accompanied by C.V.

Position applied for

Personal Details:

Surname

First Name

Address

Title

If under 25
DOB & Age

Telephone

Mobile

E-mail

Number of days illness in the past two years

Allergies / Medical conditions which may affect your work

Do you require a permit/visa to work in the UK?

YES / NO

If yes attach a copy with this application

Are you able to work

Part time

Full-time

Duration of period available for work

Please give details of holiday commitments in the next 6 months?

Have you ever been convicted of a criminal offence?

YES / NO

(declaration subject to Rehabilitation of Offenders Act 1974)

If yes, please give details

Employment History

If you are currently in employment, what period of notice are you required to give?

Why do you wish to leave this employment?

What is your current salary?

In the last 10 years have you ever been: self-employed?

Unemployed?

Previous Employment (most recent first)

Company name / Type of business	Dates		Position	Brief description of role and responsibilities.
	From	To		

Education and qualifications achieved

School / College	Dates		Qualifications and grades achieved
	From	To	
GCSEs/"O" level			English Others Mathematics
A Levels			

Other qualifications that you consider relevant

Institution	Dates		Qualifications and grades achieved
	From	To	

Evidence of qualifications will need to be produced at interview.

Do you hold a UK driving licence?

Yes / No

Do you own a car?

Yes / No

Endorsements

Skills and competencies relevant to the specification of the job applied for.

(Please use additional sheets, as necessary)

How did you learn of the post for which you are applying? (e.g. newspaper, Job Centre, word of mouth)

About You (Please use additional sheets as necessary)

Hobbies / interests

Personal statement

Referees:

Please give the names, addresses, email address and telephone numbers of 2 referees, who must not be related to you. One should be your current line manager

Relationship to applicant		Relationship to applicant	

I confirm that the information given in the application is true and complete

Signature

Date