

# S J BARGH LTD

## APPLICATION FOR EMPLOYMENT

### PERSONAL DETAILS

WI 06 / 01

Surname	Title	Forenames
Address		Home Tel
Postcode		Mobile
		E-mail
Are you legally eligible for employment in the UK ? YES / NO		
Position applied for		
Is your ability to perform the particular job for which you are applying limited in any way ? YES / NO If YES, how can we overcome this ?		
Do you hold a full driving licence ? YES / NO      When was this licence issued ? MM/YYYY What class of licence do you hold ? Motorcycle / Car / LGV C+E Class 1 / LGV C Class 2 Is it clean? YES / NO    If NO, give details of convictions, offence codes, points and expiry dates:		
Have you accrued any C P C Training? YES / NO		
Have you ever been convicted of a criminal offence (non-motoring), other than a spent conviction under the Rehabilitation of Offenders Act 1974 ? YES / NO If YES give details:		
Would you be prepared to work nights out? YES / NO		
If offered employment at S J Bargh, will you continue to work in any other capacity elsewhere ? YES / NO If YES, please give details		
Have you previously worked for us? YES / NO If YES, please give dates and reason for leaving:		
On what date would you be available to start work?		

# **EMPLOYMENT HISTORY**

List below present and past employment, beginning with your most recent

Name of Employer	Start Date MM / YYYY	Starting Salary	Leaving Date MM / YYYY	Leaving Salary
Address		£            per		£            per
	Job Title			
	Reporting to			
	Type of Business			
	Main Responsibilities / Duties			
Postcode	Reason(s) for leaving			
Tel No				

Current Salary	£                            per week / month / year (delete as appropriate)
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Name of Employer	Start Date MM / YYYY	Starting Salary	Leaving Date MM / YYYY	Leaving Salary
Address		£            per		£            per
	Job Title			
	Reporting to			
	Type of Business			
	Main Responsibilities / Duties			
Postcode	Reason(s) for leaving			
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	Job Title			
	Reporting to			
	Type of Business			
	Main Responsibilities / Duties			
Postcode	Reason(s) for leaving			
Tel No				

## **ABSENCE HISTORY**

Give details of any periods of absence of more than 3 working days in the last 5 years of employment.

Reason for absence	From MM/YYYY	To MM/YYYY	Total days absent

## **EDUCATION AND QUALIFICATIONS**

Secondary Schools	From	To	Exams Passed

College / University / Further Education	From	To	Courses and Results

Formal Training Courses e.g. First Aid, HAZCHEM, Manual Handling, FLT Training	From	To	Courses and Results

Professional Memberships and Qualifications
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Please give details of any other skills and experience that you have that you feel are relevant to your application for employment.
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Please attach any additional sheets if necessary

## **PERSONAL REFERENCES**

Please provide the names, addresses and telephone numbers of two people known to you personally. One of these must be your present or most recent employer. The other may provide a character reference and must not be a member of your family. Please note that referees will not be contacted without your permission. Any offer of employment will be subject to receipt of satisfactory references and may be withdrawn in the event of a failure to receive them or if they are deemed unacceptable for the post applied for.

### **FIRST REFEREE**

Name

Address

Postcode

Telephone

In what context does this referee know you?

### **SECOND REFEREE**

Name

Address

Postcode

Telephone

In what context does this referee know you?

## **ACCIDENT HISTORY – FOR DRIVING VACANCIES ONLY**

Give details of any Road Traffic Accidents that you have been involved in within the last 10 years.

Date	Vehicle being driven at time of accident	Work or Leisure	Fault or No Fault	Brief details of accident

**The facts set out in this application for employment are, to the best of my knowledge, true and complete.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return the completed form to:- Graham Openshaw, HR, S J Bargh Ltd, TNT Garage, Caton, Lancaster LA2 9JA.