

Job Applied For

Where did you see the job advertised?

### Name & Address

Title  Date of Birth  /  /

Forename

Surname

Address

City  Post Code

Telephone No.

Mobile No.

Email Address

### Driving Information

Do you hold a current driving licence? Yes  No

If you have been banned from driving or have current endorsements, please give details.

### Education & Training

School/College/University	From	To	Qualifications
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Other Qualifications

Training	From	To	Qualification
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please give details of other skills you have, for example, computer skills or languages other than English etc.

### Your Employment Background

Please give details of your current, or most recent employer first. Where there are gaps between jobs, please indicate why; for example, continuing education, family or child care etc.

How much notice does your present employer require?

**Employer**

Job Description

From  To

Salary/Benefits

Reason for Leaving

**Employer**

Job Description

From  To

Salary/Benefits

Reason for Leaving

**Employer**

Job Description

From  To

Salary/Benefits

Reason for Leaving

**Employer**

Job Description

From  To

Salary/Benefits

Reason for Leaving

### References

Please provide details of two referees, one of whom should be your last/present employer

**Referee 1**

Address

Post Code

Tel No.   Fax

Capacity in which they know you

**Referee 2**

Address

Post Code

Tel No.   Fax

Capacity in which they know you

Please indicate whether we may contact your referees before an interview with you Yes  No

**Guidance Notes** - Please read these guidance notes before completing the form.

Make sure you have read and understand the advertisement, the job description and job specification. These will give you a clear idea of what the post requires. If interviewed you may be asked questions about this information.

Complete the 'Further Information' section on this form. This is your main opportunity to say why we should shortlist you. Make sure you include not only work experience but also any other experience you may have gained which is relevant - voluntary work, organised meetings etc. Tell us **WHY YOU WANT THIS JOB!**

Check that you have completed the form fully and clearly and that the information provided is accurate. Make sure you have signed and dated the form and return it to us by the closing date.

You can find information about our company on our web site: [www.acorn-ind.co.uk](http://www.acorn-ind.co.uk)

**Further Information**

Please use this space to give us further information about your experiences, which may be relevant to the post applied for: this might be voluntary work or outside interests/activities etc. Tell us why you want the job and why you think you are a suitable candidate.

**DECLARATION**

I confirm that all the information given in this application form and the disclosures form is, to the best of my knowledge, true and accurate. I understand that any false statements or failure to disclose any information requested may result in my application being disqualified. Discovery after appointment may lead to dismissal without notice or disciplinary action by Acorn Industrial Services Ltd

Dated     20

Signed

Print Name

Please Return To:  
The Personnel Manager  
Acorn Industrial Services Ltd  
Midland Road, Rotherham, South Yorkshire, S61 1TE

For further information  
**T** 01709 789 999  
**F** 01709 789 988  
**W** [www.acorn-ind.co.uk](http://www.acorn-ind.co.uk)

**FOR INTERNAL USE ONLY**

Reference   
Shortlist   
Offer

Notes