

Prodrive Property Maintenance Limited **Application Form**



Job Applied For

Date of Application

Name, Address &
Contact Number

Tel:

Education and Qualifications

Dates		Course or qualifications	Grade	Year
From	To			

Membership or organizations that are relevant to your application

Name of organisation	Level of membership	Year you joined

Employment history (Present or most recent job first)

(Please use a separate sheet if necessary)

Name and address of employer	Job	Dates		Pay	Reason for leaving
		From	To		

Please give details of your main duties and responsibilities in your present in your present or most recent job. (Please use a separate sheet if necessary).

[Empty box for details of main duties and responsibilities]

Please give details of any periods when you were not in employment, education or training.

[Empty box for details of periods not in employment, education or training]

Please explain how your experience, skills and knowledge meet the requirements of the job you have applied for. (Please use a separate sheet if necessary).

Please add any other information which you feel is relevant

General

Do you have a current driving licence ? Yes / No

If we offered you the job, when would you be able to start work with us ?

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References

Please give details of two referees. If you are in, or have just finished full time education, one referee should be from your school or college. If you are working, one referee should be your present employer.

Referees Name

Referees Position

Address

..... ..

Phone

Type of reference (such as employment, academic or personal)

Disclosure

We will use this part of the form to help us short-list people for interview. If you withhold or give false information, or fail to give us the information we ask for, we could disqualify you from applying for other jobs or dismiss you if we have already appointed you.

Declaration

As far as I know, the information I have given is correct.

Your signature..... Date.....