

Application for Employment



Position applied for: _____ Date of application: / /

First name(s): _____ (Mr, Mrs, Ms, Miss - Delete as applicable) Surname : _____

Address: _____

Postcode: _____

Telephone number Home: _____ Work: _____ Mobile: _____

N.I. number: _____ Nationality: _____ Birth place: _____

Marital status: _____

Are you legally eligible for employment in the UK? Yes No

Skills and Qualifications

Summarise any special training, skills or qualifications you have: _____

Do you hold a valid driving licence to drive a motor vehicle? Yes No No. of penalty points: _____

Employment History

Where applicable, state the company name & final salary details from your previous two positions, starting with the most recent.

Employer: _____ Final Salary: _____

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References

Name: _____ Position: _____

Contact address (if known): _____

Telephone number: _____ Years known: _____

Name: _____ Position: _____

Contact address (if known): _____

Telephone number: _____ Years known: _____

May we contact any of the above for a reference? At any time Yes No Only if we offer you a job Yes No

Do you consider yourself to be in good health? Yes No

Do you have any recurring illnesses / medical complaints that could have an effect on your employment? _____

How many days absence from work have you had in the last twelve months? _____

Have you at any time been convicted of a crime resulting in a prison sentence Yes No

SUCH CONVICTIONS MAY BE RELEVANT IF JOB RELATED, BUT DO NOT RESTRICT YOU FROM EMPLOYMENT AS SUCH.

If yes please explain: _____

It is understood and agreed that any misrepresentation by me on this application form will be sufficient cause for cancellation of this application and/or termination from the employer's service if I have been employed. I give the employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the employer and its representatives for seeking such information and all other persons, corporations or organisations for furnishing such information.

Signature of applicant: _____ Date: / /

Please complete and return to: The Personnel Manager, MB Advertising & Marketing Limited
Sovereign Court, 300 Barrow Road, Sheffield S9 1JQ
or Via E-Mail to: office@mbadvertising.co.uk