

EMPLOYMENT APPLICATION FORM



PLEASE RETURN YOUR COMPLETED APPLICATION FORM TO ENQUIRIES@SHAWSCOACHES.CO.UK OR POST TO SHAWS OF MAXEY, 49 HIGH STREET, MAXEY, PETERBOROUGH, PE6 9EF

ABOUT YOU

Your Full Name (inc. title)	
Address	
Home Phone Number	
Mobile Number	
Email address	
Date of Birth	
Which position are you applying for?	
Are you looking to work full time or part time work?	
Do you have a current driving licence? (If your answer is yes, please also specify the class of vehicles for which you are licensed)	Yes / No
Do you have any convictions, cautions, reprimands or final warnings that are not 'protected' as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013)? (Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website.)	Yes / No

EDUCATION, QUALIFICATIONS & TRAINING - Beginning with the most recent, please give details of your education, qualifications and training to date.

Education/Training provider	Dates attended	Qualifications gained

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EMPLOYMENT HISTORY - Please list below present & past employment, starting with the most recent.

Name & Address of Employer			
Type of Business			
Your Line Manager			
Your Job Title & A Short Description of the work in which you were involved			
Your Reason for Leaving			
Date of Joining (Year & Month)		Leaving Date (Year & Month)	
Starting Salary		Leaving Salary	

Name & Address of Employer			
Type of Business			
Your Line Manager			
Your Job Title & A Short Description of the work in which you were involved			
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MORE ABOUT YOU

Do you have any hobbies or areas of special interest?	
Please use this space to include details of any other work that you have been involved in, eg. voluntary, freelance, project work, etc.	
Please use this space to outline any experience gained in previous positions, or in activities outside of work, that you feel show your aptitudes and skills for the position applied for.	

REFERENCES - Please supply the names and addresses of two references, at least one of which should be a previous employer. We will not request references from a current employer unless we are considering making you a job offer that you would like to accept.

Name	
Address	
Your relationship with the referee	

Name	
Address	
Your relationship with the referee	

I confirm that the information supplied on this form is correct and I understand that misleading statements may be sufficient grounds for cancelling any agreements made.

Signed:

Date:

Your privacy is important to us, our privacy policy is available on our website.

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