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| **AUSTINS - APPLICATION FOR EMPLOYMENT** |
| Complete in your own handwriting | **(Confidential Record)** |  |
| Position applied for: Date of application  |
| What employment are you looking for: | Permanent | Temporary | Full Time |
|  | Part Time | Saturday | Sunday |
| Where did you see the position advertised:  |
| If offered this position will you continue to work in any other capacity? (give details)  |
|  |
| Title: Mr/Mrs/Miss/Ms/Other |  |  | National Insurance No: / / / /  |
| Surname: Former/Maiden Name:  |
| Forenames: Address:  |
|  Post Code:  |
| Tel No: Mobile No: Email:  |
| Date of Birth:  | Marital Status:  |
| No of children & ages if under 18:  | Occupation of Partner:  |
|  |  |
| Please give details of next of Kin |  |  |  |  |
| Name:  | Address:  |
|  | Relationship:  |
| Telephone: |  |  | Mobile No: |
|  |  |  |  |
| Have you been employed by this Company before: | YES / NO | If "YES" give details |   |
| Have you relatives who are employed at Austins: | YES / NO | If "YES" give details |   |
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| Nationality:  |
| Are you legally eligible for employment in the UK? |  | YES / NO |  |
| Do you need a work permit to work in the UK? |  | YES / NO |  |
| Note: To comply with The Assylum and Immigration Act 1996, if you are invited to attend an interview, you must bring with you |
| evidence of your eligibility to work in the UK. No offer of employment will be made unless such evidence is provided. |
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| Do you have any convictions which are not "spent" under the Rehabilitation of Offenders Act, 1974 YES / NO |
| If "YES" please give details  |
| Do you have any prosecutions pending? YES / NO If "YES" please give details  |

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| Do you have a disability? YES / NO | If "YES" give details:  |
| Is there any special equipment or facilities the Company could provide which would assist you in carrying out |
| the job? (Please give details) |  |  |  |  |
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| Do you hold a driving licence? |  | YES / NO | Full / Provisional |  |
| Has it been endorsed? |  | YES / NO |  |  |
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| Give details of schools last attended from age 11 |
| Name & Address of school | From | To | Examinations (Subjects/Results) |
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| Give details of Further Education |
| Name & Address of College | From | To | Type of Training | Qualifications |
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| Present/Previous Employer: |   | Type of Business:  |
| Address:  |
| Starting date:  | Leaving Date:  |
| Reason for leaving:  | Finishing Pay:  |
| Duties/Responsibilities: |  |  |
|  |  |  |
| Present/Previous Employer: |   | Type of Business:  |
| Address:  |
| Starting date:  | Leaving Date:  |
| Reason for leaving:  | Finishing Pay:  |
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| Address:  |
| Starting date:  | Leaving Date:  |
| Reason for leaving:  | Finishing Pay:  |
| Duties/Responsibilities: |  |  |
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| References - Give name and address of two referees, (not relatives), one must be your current or last employer. |
| We will not approach your present employer until we have made an offer of employment which you have accepted. |
| Name:  | Address:  |
|  Tel No:  |
| Name: Address:  |
|  Tel No:  |

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| What are your hobbies/Interest:  |
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| Please give any additional information you consider relevant to support your application: |
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| When would you be available to start: |
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| It is the company's policy to employ the best qualified personnel and provide equal opportunity for the advancement |
| of employees including promotion and not to discriminate against any person because of race, colour, national origin, |
| marital status or disability. |
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| I authorise the Company to obtain references to support this application once an offer has been made and accepted. |
| To the best of my knowledge all the information I have given is true. I understand that any false statement may |
| disqualify me from employment or render me liable to dismissal. I give my consent to my personal information |
| being processed in relation to my application for employment. Data Protection Act - the information given to us in |
| this form will only be used in relation to your application for employment. By signing this declaration you are giving |
| us your express consent to retain and process this information under the Data Protection Act 1998. |
| Signature: Date:  |
| **R C AUSTIN LIMITED, 6 COURTENAY STREET, NEWTON ABBOT, DEVON. TQ12 2DU TEL: 01626 333444** |
| **EMAIL:** **enquiries@austins-uk.com** **WEB SITE:** [**www.austins-uk.com**](http://www.austins-uk.com/) |