



APPLICATION FOR EMPLOYMENT

Personal Details

Surname	
Forenames	
Email address	
Current address	
Home telephone number	
Mobile phone number	
Position applied for	
Return completed form to	recruitment@leeandplumpton.co.uk

Employment History

Present post

Job title	Employer
Dates (from-to)	Salary and benefits



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Major duties and responsibilities

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Previous posts (please start with the most recent)

Job title	Employer	Dates (from-to)	Salary



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Education/Training

Secondary education	Qualifications/grade
Further/higher education	Qualifications/grade
Other relevant training, professional qualifications or work related skills (for example languages, touch typist).	
Are you undertaking any courses or studying at present? (if so, please give details).	
Do you have membership of any professional bodies? (If so, please give details).	



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Other Details

Supporting Information		
Please give any details you feel are relevant in support of your application, including why you are interested in this post. Use additional sheets if necessary.		
What is the notice required in your present post?		
Is your present post your sole regular employment?	Yes	No
Are there any restrictions on your right to work in the UK?	Yes	No
If yes, please state restrictions and the expiry date of any permissions:		
Do you have a full driving licence?	Yes	No
Do you have any current endorsements?	Yes	No
Do you have use of a car?	Yes	No
Where did you see the advertisement for the post?		
What is your reason for applying for this role?		



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Disabilities

If you consider yourself to have a disability, do you require any adjustments to the interview process on account of your disability?

Yes

No

If 'yes' please give details of adjustments required:

Convictions

Have you ever been convicted of a criminal offence? If so, please give details of any unspent convictions (spent convictions do not have to be declared as the job is not one covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975).



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References	
For any role that is not a Factory Operative, please give the details of two employment referees (one should be your current or most recent employer). Any offer of employment is subject to satisfactory references. References will not be taken until an offer has been verbally accepted.	
1. Name	2. Name
Email address	Email address
Telephone number	Telephone number
Job title	Job title
Dates (from-to)	Dates (from-to)

Data Protection
Information from this application may be processed for purposes registered by the Employer in line with the General Data Protection Regulations.
By signing the declaration below, I hereby give my consent to Lee and Plumpton processing the data supplied in this application form for the purpose of recruitment and selection.

Declaration	
I declare that the information given in this application form is to the best of my knowledge complete and correct.	
Signature or name typed	
Date:	