Ensinger

INVESTOR IN PEOPLE

Identification Number

Wilfried Way
Tonyrefail
CF39 8JQ
Tel: 01443 678400
Fax: 01443 672444
e-mail: hr@ensinger.co.uk
www.ensinger.co.uk

FAO: Personnel Department

APPLICATION FOR EMPLOYMENT

(Please complete in BLOCK CAPITALS and continue on a separate sheet if necessary)

Position applied for:

How did you hear about this vacancy?

A. EDUCATION AND TRAINING:

Please give full details of education, training and qualifications (including dates)

B: PROFESSIONAL ASSOCIATIONS:

Please state whether you are a member of any technical or professional association

C: INTEREST IN ENSINGER LIMITED:

What are your reasons for seeking alternative employment. Please give reasons why you want to work for Ensinger

Identification Number

D: EMPLOYMENT HISTORY:

Please list, in reverse order, the organisations for which you have worked (please include information such as your job title, a brief description of your duties, employment dates, your final salary and your reason for leaving)

RELEVANT SKILLS, KNOWLEDGE AND EXPERIENCE:

Please give any additional information relating to your skills, knowledge and experience, which you feel may be relevant to your application

I confirm that the information contained on this form is accurate. I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable for dismissal.

Signed: Date:

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ISO 9002 SGS

Reg No 90/236

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PERSONAL INFORMATION

(Please complete in BLOCK CAPITALS)

This information is for personnel use only and will be detatched from your application

A. PERSONAL DETAILS

Full Name:	

Title: (for example; Mr, Mrs, Miss, Ms, Dr)

Address:		Postcode:

Contact Details (please put cross against preferred contact method)

E-mail address:			
Telephone		Home:	
		Business:	
		Mobile:	

C. SUPPLEMENTARY INFORMATION

Are you disabled? YES / NO
If yes, please give details and specify whether you need any special arrangements for interview.

Do you have any commitments which might limit your working hours? YES / NO
(ie. Military reserve, local government). If yes, please give details:

Have you ever been convicted of a criminal offence (which is not a spent conviction under the Rehabilitation of Offenders Act 1974)? If yes, please give further information: YES / NO

Do you have a current driving licence? YES / NO
Please indicate what type of driving licence you hold? Full / Provisional / LGV / PCV
Does your licence have any current endorsements? If yes, please give details: YES / NO

Identification Number

(cont...)

Please list your interests, sports, hobbies, etc.	
How much notice are you required to give to leave your present employment?	
Salary Range Expected:	£

D. REFERENCES

Please give the names, addresses and telephone numbers of two referees who are not related to you
(one of these should be your current/previous employer).

NOTE: REFEREES WILL ONLY BE APPROACHED IF AN OFFER OF EMPLOYMENT HAS BEEN MADE AND ACCEPTED

1.

2.

I confirm that the information contained on this form is accurate. I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable for dismissal.

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EQUAL OPPORTUNITIES MONITORING

(Please complete in BLOCK CAPITALS)

This section will be detached from your application and used solely for monitoring purposes.

Thank you for your assistance in completing this form.

A. GENDER: (please specify) ☐

B. MARITAL STATUS:

☐ Single ☐ Separated ☐ Other
☐ Married ☐ Divorced
☐ Civil Partner ☐ Widowed

C. AGE BAND:

☐ 16 - 20 ☐ 36 - 40 ☐ 56 - 60
☐ 21 - 25 ☐ 41 - 45 ☐ 61 - 65
☐ 26 - 30 ☐ 46 - 50 ☐ 65 - 70
☐ 31 - 35 ☐ 51 - 55 ☐ 70 +

D: DEPENDANTS:

☐ Pre-School ☐ Other
☐ School Age ☐ N/A

E: ETHNIC ORIGIN:

White ☐ British ☐ Irish ☐ Any other white background

Mixed ☐ White/Black Caribbean ☐ White/Black African ☐ White/Asian ☐ Any other mixed background

Asian or Asian British ☐ Indian ☐ Pakistani ☐ Bangladeshi ☐ Any other Asian background

Black or Black British ☐ Caribbean ☐ African ☐ Any other Black background

Chinese or Other ☐ Chinese ☐ Other Ethnic group: *(please specify)* _____

F: SEXUAL ORIENTATION:

☐ Hetrosexual ☐ Bisexual
☐ Homosexual ☐ Transsexual

G: RELIGION OR BELIEF:

☐ Christian ☐ Catholic ☐ Jewish ☐ Sikh
☐ Muslim ☐ Hindu ☐ Buddhist ☐ Rastafarian
☐ None ☐ Other (please specify): _____

ENSINGER Limited recognises the benefits of a diverse workforce and is committed to treating all employees with dignity and respect regardless of race, gender, disability, age, sexual orientation, religion or belief. All information provided on this form will be treated in confidence and used solely by the personnel department for the purpose of providing statistics for equal opportunities monitoring.