

Position applied for	Full time, or part time
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**PERSONAL DETAILS**

Mr, Mrs etc	Forenames	Surname
Home address		Previous address/s if current address less than 3 years
Post code		
Home telephone no.	Mobile telephone no.	Email address

Where did you see the position advertised?	Would this be your main employment? Yes <input type="checkbox"/> No <input type="checkbox"/> If No please give details
When are you able to start with Premium Choice?	Do you have any holidays booked within the next six months? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give dates
Have you previously applied for a position with or have been employed by Premium Choice? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give details	Have you any relatives currently employed by Premium Choice? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give details

Are you on the Electoral Role at your current address? Yes <input type="checkbox"/> No <input type="checkbox"/>	Do you have any current CCJs or CCJs in last 5 years? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give details inc dates
Do you hold a current full clean driving licence? Yes <input type="checkbox"/> No <input type="checkbox"/> If No please give details inc dates	Do you have an adverse credit history? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give details inc dates
Have you ever been convicted of any criminal offence? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give details inc dates	Have you ever applied for voluntary bankruptcy? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give details inc dates

**EDUCATION**

Evidence will be required of all qualifications listed below

Secondary school attended Name & address	Subject	Qualification	Grade obtained

College/university attended Name & address	Subject	Qualification	Grade obtained

Please give details of any professional qualifications or memberships

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Please give details of your computer experience

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Describe the particular qualities and talents that you would bring to Premium Choice and how the position you have applied for fits into your career plans

**EMPLOYMENT HISTORY**

Please start with your current employer

<b>Company name and address</b>	<b>Date from</b>	<b>Date to</b>
<b>Type of Business</b>	<b>Job title</b>	<b>Present annual salary or hourly rate</b>
	<b>Reason for leaving</b>	
<b>Brief description of position held</b>		

<b>Company name and address</b>	<b>Date from</b>	<b>Date to</b>
<b>Type of Business</b>	<b>Job title</b>	<b>Annual salary or hourly rate</b>
	<b>Reason for leaving</b>	
<b>Brief description of position held</b>		

<b>Company name and address</b>	<b>Date from</b>	<b>Date to</b>
<b>Type of Business</b>	<b>Job title</b>	<b>Annual salary or hourly rate</b>
	<b>Reason for leaving</b>	
<b>Brief description of position held</b>		

Please continue on a separate piece of paper if necessary

Please detail overleaf the reasons for any gaps in your employment history

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**OTHER INFORMATION**

National Insurance No.
If you are a non EU resident, do you have a valid work permit? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please give details

How many days absence have you had in the last 12 months – Through other circumstances eg parental leave, caring for a relative Please give details
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<b>REFERENCES</b> Please enter the details the person we should contact at your last 2 employers to obtain suitable references. If no previous employment, your school, college or university will be contacted. If neither of these is applicable, please give names and addresses of two referees. They should not be related to you by birth or marriage or be personal friends. We shall not contact any referees until you have accepted a job with us or without your prior agreement.			
Contact name		Contact name	
Designation		Designation	
Name of company, school, college etc		Name of company, school, college etc	
Address		Address	
Post code		Post code	
Telephone		Telephone	

To enable Premium Choice to monitor our recruitment and ensure that we treat all applicants fairly, please indicate to which of the following ethnical/racial group(s) you belong –			
<input type="checkbox"/> BANGLADESHI	<input type="checkbox"/> BLACK AFRICAN	<input type="checkbox"/> BLACK CARIBBEAN	<input type="checkbox"/> BLACK (other)
<input type="checkbox"/> CHINESE	<input type="checkbox"/> INDIAN	<input type="checkbox"/> PAKISTANI	<input type="checkbox"/> WHITE
<input type="checkbox"/> OTHER please specify			

<b>DECLARATION</b> I hereby declare that all the information on this form is, to the best of my knowledge, true and complete in every respect and accept that any employment is on the basis of the validity of this information.	
Signed	Date