Staff Application Form

Confidential

SCOT JCB LTD

Position applied for:-	**Surname: Mr/Mrs/Miss/Ms**
How did you find out about the job?	**First Names:**
	Home telephone number:
Address:	**Mobile telephone number:**
	Email Address:
	Next of Kin
Nationality:	**(please give name, address & relationship)**
Are you eligible to work in the UK? YES/NO	
Marital Status:	
Have you previously applied for employment with the Company? If so please give details.	

Do you possess a current Driving Licence?			
Details of endorsements (if any)			
Provisional	**Yes / No**	**C1**	**Yes / No**
Full	**Yes / No**	**C1+ E**	**Yes / No**
Category B+C	**Yes / No**		
Other (e.g. HGV):			

Schools Attended				
From	**To**	**Name of School**	**Subjects Studied**	**Grades Achieved**

Further Education, Technical Professional or Occupational Training:				
From	**To**	**Name of University / College etc.**	**Subjects Studied**	**Grades Achieved**

Employment History: Please give particulars of all employment since leaving school starting with your present one.				
From	**To**	**Employer's name, address, nature of business & supervisors' name.**	**Position held & duties performed. Reason for leaving.**	**Salary/benefits.**

Membership of any professional institutions, societies or associations: **(please state class of membership)**
Have you ever been convicted of, or are you awaiting trial for a criminal offence? If yes, please give dates and details.(declaration subject to the rehabilitation of offenders Act 1974)

Leisure Interests: **Please give brief particulars of your leisure interests, including membership of clubs.**
References **Please give particulars of two persons to whom reference can be made. One should be your present or previous employer.** **No reference will be taken up without your prior permission.**

Name	**Address & Telephone Number**	**Relationship to applicant**
Name	**Address & Telephone Number**	**Relationship to applicant**

Additional Information: Use this section to explain in greater detail those parts of your career which you feel may be particularly relevant to the position for which you have applied.

The information which I have provided in this application form is, to the best of my knowledge, true and accurate. I appreciate that if I am employed by the Company on the basis of information which I have provided and this is subsequently discovered to be false, I am liable to be dismissed instantly.

Signature _____ **Date** _____

Please leave blank.