

PLEASE COMPLETE IN **CAPITALS**.Use additional sheets where required (CV's will not be accepted as a substitute for completing this form)
Integral is an Equal Opportunities Employer and welcomes applications from all sections of the Community**APPLICATION FORM**

POSITION APPLIED FOR:	
BRANCH/DEPARTMENT:	
HOW DID YOU HEAR ABOUT THIS VACANCY?	

PERSONAL DETAILS

SURNAME:		HOME TEL NO:	Can we contact you on this no during your application? YES <input type="checkbox"/> NO <input type="checkbox"/>
FORENAME(S):			
TITLE: (Mr, Miss etc)		DAYTIME TEL NO:	Can we contact you on this no during your application? YES <input type="checkbox"/> NO <input type="checkbox"/>
HOME ADDRESS:			
			MOBILE TEL NO:
POST CODE:		EMAIL ADDRESS:	Can we contact you via this during your application? YES <input type="checkbox"/> NO <input type="checkbox"/>

ARE THERE ANY RESTRICTIONS REGARDING YOUR EMPLOYMENT? eg do you need a work permit?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, please provide further details or relevant documents
HAVE YOU PREVIOUSLY WORKED FOR INTEGRAL?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, please provide dates of employment
DO YOU HOLD A CURRENT FULL VALID UK DRIVING LICENCE?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If necessary for this role, please present your original licence
DO YOU HAVE ANY ENDORSEMENTS?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, please provide further details
IS THERE ANY ACTION PENDING WHICH MAY RESULT IN CONVICTION OR DRIVING OFFENCES?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, please provide further details
DO YOU REQUIRE ANY PARTICULAR ARRANGEMENTS WHEN ATTENDING INTERVIEW?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, please provide further details

EDUCATION, TECHNICAL & PROFESSIONAL QUALIFICATIONS

TRAINING PROVIDER	DATE TO:	DATE TO:	SUBJECT/COURSE	QUALIFICATIONS OBTAINED

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(Employment History should cover minimum of 3 employers and/or a 5 year continuous period)

CURRENT / MOST RECENT EMPLOYER

COMPANY NAME:		
FULL COMPANY ADDRESS:		POST CODE:
NATURE OF BUSINESS:		
EMPLOYMENT DATES:	FROM:	TO:
YOUR JOB TITLE:		
SALARY/BENEFITS:		
JOB DESCRIPTION/DUTIES:		
REASON FOR LEAVING:		
NOTICE PERIOD REQUIRED:		
CAN WE REQUEST AN EMPLOYMENT REFERENCE <u>PRIOR</u> TO AN OFFER OF EMPLOYMENT BEING MADE? <small>If no – a reference will be requested upon your acceptance of our written offer of employment</small>	YES <input type="checkbox"/>	NO <input type="checkbox"/>

PREVIOUS EMPLOYER

COMPANY NAME:		
FULL COMPANY ADDRESS:		POST CODE:
NATURE OF BUSINESS:		
EMPLOYMENT DATES:	FROM:	TO:
YOUR JOB TITLE:		
SALARY/BENEFITS:		
JOB DESCRIPTION/DUTIES:		
REASON FOR LEAVING:		
CAN WE REQUEST AN EMPLOYMENT REFERENCE <u>PRIOR</u> TO AN OFFER OF EMPLOYMENT BEING MADE? <small>If no – a reference will be requested upon your acceptance of our written offer of employment</small>	YES <input type="checkbox"/>	NO <input type="checkbox"/>

PREVIOUS EMPLOYER

COMPANY NAME:		
FULL COMPANY ADDRESS:		POST CODE:
NATURE OF BUSINESS:		
EMPLOYMENT DATES:	FROM:	TO:
YOUR JOB TITLE:		
SALARY/BENEFITS:		
JOB DESCRIPTION/DUTIES:		
REASON FOR LEAVING:		
CAN WE REQUEST AN EMPLOYMENT REFERENCE <u>PRIOR</u> TO AN OFFER OF EMPLOYMENT BEING MADE? <small>If no – a reference will be requested upon your acceptance of our written offer of employment</small>	YES <input type="checkbox"/>	NO <input type="checkbox"/>

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ADDITIONAL SKILLS, TRAINING & EXPERIENCE

Please give details of any additional skills, training or experience which you feel relevant to the job for which you are applying:

CRIMINAL CONVICTIONS

Do you have any criminal convictions? **YES** **NO**

If yes, please provide details below including date, offence and conviction. These should exclude any spent convictions under Section 4(2) of the Rehabilitation of Offenders Act 1974.

INTERESTS & HOBBIES

Please give details of any personal interests or hobbies you enjoy:

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ADDITIONAL INFORMATION

Use this section to provide any additional information you may feel benefit your application:

DECLARATION

I declare that the information that I have given, is to the best of my knowledge and belief, true and complete and understand that if I give any information which I know is false or inaccurate or withhold any relevant information that this may lead to my application being rejected or if appointed, will lead to disciplinary action which may result in dismissal.

I agree to the Company retaining appropriate personal information relating to my employment with Integral UK Ltd and understand and agree that this information will be stored confidentially in an appropriate filing system and on the Company Payroll and HR Databases. This information will be processed in accordance with the Data Protection Act 1998.

I also understand that any offer of employment is subject to the receipt of employment references, which are satisfactory to Integral UK Ltd.

SIGNED:		DATE:	
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