
Position applied for:

Full name (Mr / Mrs / Miss / Ms)

Current address:

Post code:

Home telephone number:

Day time telephone number:
(that we can use to contact you if we
have any queries about your application)

Date of birth:

Nationality:

Non-EEC citizens only - your work permit number:

If you do not hold a work permit, please give details separately of your authority to work in this country.

Do you hold a full driving licence? Yes [] No []

Are you registered disabled? Yes [] No []

Have you ever been convicted of a criminal offence? Yes [] No []

If yes, please give details. (You are not obliged to disclose a 'spent' conviction in accordance with the Rehabilitation of Offenders Act 1974).

Please give details of your spare time interests, activities and hobbies:

Are you currently / intending to take any course of study? Yes [] No []

If yes, please state nature, place and method of studies including date you started (or intend to start) and completion date:

Please name any professional association that you belong to and your level of membership:

Secondary/High School education (e.g. comprehensive or grammar school)

Name and address of school	From	To	Examinations taken and results

Further education (e.g. technical college, polytechnic, university)

Name and address	From	To	Examinations taken and results

Skills and experience: what skills, experience and personal qualities gained at work or in your spare time, do you have in support of your application?

Please give details of any particular achievements in your current position or previous employment:

Tell us how we can help you to develop:

Please list your technical skills that you consider to be relevant to the position that you are applying for (e.g. PC skills)

Employment History

You should start with your latest position and continue on a separate sheet, if necessary. If you were known by any other name in these employments, e.g. maiden name, please state this name in the final column. (The information will only be used for reference purposes).

Name and address of employer	Job title and duties	Date started	Date left	Reason for leaving and salary on leaving

Declaration: I believe that the information I have given is true. I understand and accept that if it is found to contain any serious errors or omissions, any offer of employment may be withdrawn or any contract of employment may be cancelled.

Signed:

Date:

Please return the completed form to:

Jo Bennett

DesignSpring, 4 Peterborough Road, Harrow, Middlesex, HA1 2BQ

Company use only		
Job	Interviewer	Date of interview
Start date	Salary	
References taken up		