

No.

<b>Position applied for (if known):</b>
<b>How did you learn of this vacancy?</b>

## PERSONAL DETAILS

<b>SURNAME:</b>	<b>FORENAME(S):</b>
Mr/Mrs/Ms/Miss .....	Home Telephone No:
Address: .....	Daytime Telephone No:
.....	Mobile Telephone No:
.....	Smoker / Non-Smoker:
.....	Current Licence Holder: Yes/No
Post Code .....	Do You Own a Vehicle: Yes/No

Are you a resident of the UK, Eire or the Channel Islands?	Yes / No	If "No" do you have a valid work permit to work in the UK?	Yes / No
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**Please note that all offers of employment are subject to the satisfactory completion of a company medical.**

<b>Name of Next of Kin / Emergency Contact:</b>	
Address: .....	Relationship:
.....	Home Telephone No:
.....	Daytime Telephone No:
Post Code: .....	

<b>Have you ever been convicted of a criminal offence?</b>	Yes / No
If yes, please give details – you need not include motoring convictions unless your driving licence has a current endorsement as a result (Declaration subject to the Rehabilitation of Offenders Act 1974)	

<b>Do you have any relatives or friends employed by this Company?</b>		Yes / No
<b>Name</b>	<b>Department</b>	<b>Relationship</b>

**PLEASE RETURN COMPLETED FORM TO:**  
**Gemma Cooke Human Resources Department, Bridgnorth Aluminium Limited, Stourbridge Road, Bridgnorth, Shropshire, WV15 6AU**

**EDUCATION & TRAINING**

Secondary Education:		
Name & Address of School	Examinations Taken	
	Subject	Grade

Further Education:			
Name & Address of School	Full or Part-Time	Qualifications Obtained	
		Subject	Grade

**Please give details of any OTHER TRAINING undertaken, including short and in-service training, eg: First Aid, FLT Driver, etc.:**

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**Do you speak, read or write any FOREIGN LANGUAGES?** Yes / No

If yes, please specify which languages(s) and your level of competency:

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**Are you a member of any Professional Institution?** (If yes, please give details) Yes / No

**EMPLOYMENT HISTORY**

<b>Name and address of present (or last) employer:</b> ..... .....	Duration of Employment	
	From	To
<b>Position held / brief description of duties:</b> ..... .....		
<b>Reason for leaving:</b> .....		
<b>Current salary:</b> .....	<b>Commencing salary sought:</b> .....	
<b>How much notice would your present employer require?</b> .....	<b>Additional employment benefits With your present employer:</b> .....	

<b>Name, Address and Telephone Number of two people we can contact for references:</b>	
..... ..... ..... Telephone Number:.....	..... ..... ..... Telephone Number:.....

Name / Address of Previous Employer(s)	From / To	Position Held / Duties	Reason for Leaving

<b>Do you have any holidays booked which you would like us to honour if you are successful in this application?</b>		
Date From:	To:	No. of Weeks:

**OTHER INFORMATION:**

**Please State if you are a member of any social, cultural or other organisation(s):**

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**Interests and Leisure activities:**

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**Are you committed to any public / civil duties, eg: JP, Local Councillor, TA?**

Yes / No

If yes, please give details:

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**Please add any further information which you feel will be useful in support of your application (continue on additional sheets if necessary):**

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**I certify that to the best of my knowledge the details provided in this application are true and accurate and I understand that the provision of false information may result in the termination of any Contract of Employment entered into:**

**Signature of Candidate:** .....

**Date:** .....