

Employment Application Form

ulverston
community enterprises



Ulverston Community Enterprises is committed to equality of opportunity. This supports our aim to ensure that all of our employees and job applicants are treated equally irrespective of disability, religion or belief, ethnic origin, age, sexual orientation, social economic status or gender.

CONFIDENTIAL

Please answer all questions, complete and return the enclosed Equal Opportunity Monitoring Form. This will not be used in the selection process.

Please Note: Curriculum Vitae will not be accepted in lieu of a completed application form

Application for employment as:		
Job Title: Bar Staff		
Personal Details		
Surname:	Forenames:	
Address:		
Post Code:		
Telephone Numbers Home:.....	Work:.....	Mobile:.....
Preferred Contact Number	Home / Work / Mobile	
Email Address		
Are you eligible to work in the UK YES/NO (we will require evidence if you are offered a position)		
Will this be your only employment if successful? YES/NO		
If NO please give brief details:		

Current or Last Employment	
Employer's name:	Position held:
Employer's address:	Date started:
Telephone:	Date finished / Notice period :
Reason for leaving:	
Salary:	Other benefits:
Brief description of key duties, levels of responsibility (for staff, finance, equipment etc):	

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Previous Employment - Please list most recent first

From	To	Name and address of employer	Position held	Salary/Benefits Package

Reason left:

From	To	Name and address of employer	Position held	Salary/Benefits Package

Reason left:

From	To	Name and address of employer	Position held	Salary/Benefits Package

Reason left:

<p>Please give details of any career breaks or gaps in employment.</p>

Education, Vocational Training and Qualifications
(Originals of relevant certificates should be supplied at interview stage)

Establishment	Examinations, qualifications, grades and achievements

Additional Training

Please indicate any training you have received including dates, names of courses and any certificates, licences or memberships obtained. Where appropriate we will use this information as evidence of continuous professional development.

Further Details to Support Your Application

Tell us about how experience and skills make you suitable for this position. Relate these to the requirements of the Job description and Person Specification.

Have you any convictions not regarded as "spent" under the Rehabilitation of Offenders Act 1974?
If "yes", describe the offence and date of conviction.

Are you related to any employee or member of the Board of Ulverston Community Enterprises Ltd or the partner of such persons? YES / NO
"Related" means parent, grandparent, partner, child, stepchild, adopted child, grandchild, brother, sister, uncle, aunt, nephew or niece (failure to disclose may lead to disqualification).
If yes, please give details (e.g. name, position held, relationship)

Referees
Give the names, addresses and telephone numbers of two referees. One must be your current or last employer. These references will be taken up following a provisional offer of employment. Please give details of a further person to whom reference may be made.

Name	Name
Description	Description
Address	Address
Post Code	Post Code

I give consent for the above referees to be contacted following a provisional offer of employment.
Signed: _____ **Date:** _____

I certify that the information I have given on this application form is accurate and factual.
Signed: _____ **Date:** _____

**Please return this to corohall@ulverstonenterprises.uk .
Title your email 'Bar Staff Application' in the subject line to direct it to the correct mailbox .
CVs will not be accepted.**