



Interview:
Trial:
Start Date:
Site:

### JOB APPLICATION FORM

#### **Personal Information:**

First Name(s): \_\_\_\_\_ Surname: \_\_\_\_\_

Date of Birth: (DD/MM/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_ Nationality: \_\_\_\_\_

National Insurance Number: \_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_ Postcode: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Telephone Number: (Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Email: \_\_\_\_\_ Please Circle: Male/Female Married/Unmarried Children? No / Yes \_\_\_\_ Children

\*You must attach a copy of one of the following forms of identification to this application and bring the original document to your interview as evidence of your entitlement to work in this country. Please mark next to the relevant form:

- British Passport or UK or Irish birth certificate
- Passport showing right to live in the UK
- Non-European passport with relevant work visa
- Certificate of registration/naturalisation as a British Citizen
- EEC passport or identity card
- Any other document that supports your eligibility to work in the UK

#### **Employment Information:**

Have you ever had any work experience within the cleaning industry? If yes, Please explain: \_\_\_\_\_

Have you had any official training or N.V.Q. certificates in cleaning? If yes, Please Explain: \_\_\_\_\_

How do you normally travel? Car Tube Bus Cycle Other \_\_\_\_\_

How long are you hoping to work for us? Less than 6 months / 6-12 months / 12 months+ Full-time / Part-time

State Your Availability To Work		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	From (time)							
To (time)								

#### **Health Information:**

Please give details and dates of any medical condition, disability, illness, allergy or previous injury: \_\_\_\_\_

#### **History of Convictions:**

If you have ever been convicted of a criminal or driving offence please give a full description of the circumstance and when it took place: \_\_\_\_\_

**Employment History:** List below your last two employers beginning with the most recent

Dates from – to (month & year):	Name and address of employer and type of business:	Rate of Pay:	Position:
		Average number of hours worked per week:	Reason for leaving:
What were your duties?			
Manager's name:		Telephone Number:	May we contact them? Yes / No Please Circle

Dates from – to (month & year):	Name and address of employer and type of business:	Rate of Pay:	Position:
		Average number of hours worked per week:	Reason for leaving:
What were your duties?			
Manager's name:		Telephone Number:	May we contact them? Yes / No Please Circle

**References:** Please give below the names of two references (not related to you) who can be contacted to provide relevant information about yourself.

Name:	Organisation address and telephone number:	How do you know this person?

**Next of Kin**

Please provide the name and telephone number to your closest relative that we may contact for any necessary reason:

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_ Tel : \_\_\_\_\_

**Additional Notes:**

Please feel free to add any additional information you feel inclined to include on this application to be considered by us:

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**Declaration:**

My signature confirms that all the information given on this application is accurate and complete. I understand that any falsification or deliberate omission may disqualify my application or lead to my termination. I confirm that I am entitled to work in the UK. I understand that my employment is subject to references that satisfy Cleanology.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_