

**Private and Confidential**

**Application Form For Employment**

**JM Boxall and Sons Ltd**

**7D Rookley Ind Est. Pritchetts Way, Rookley, Isle of Wight PO38 3LT**

**Tel: 01983 721734**

Post Title

**Mob: 07836 695055**

Position Sought :

Surname	Forenames	Mr/Mrs/Ms
Date of Birth	Address	
Telephone No Home Work		
National Insurance No.	Tax Ref. No	

**Present Appointment**

Post Held	Date Appointed	
Company Name and Address	Present Salary	Notice Period
	Reasons for Career Change	

Please provide a brief summary of the range of duties performed under your current contract

**Details of Education and Training**

Please provide copies of any qualifications or results

Dates	School, College, University	Course, Qualifications and results

Major in-service Training in Last 5 Years

Details	Providing Body	Dates

Membership of Professional Institutions

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**Previous Employment**

From	To	Position Held	Employer	Reason for Leaving

**Personal Details**

Details of any period of sickness rendering you unfit for work over the last two years

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No of days unfit for work	Present state of Health	
Have you been convicted of any criminal offence If yes please give details on a separate sheet	Yes	No
Do you hold a current full driving licence	Yes	No
Do you own a car	Yes	No

As members of the Trading Standards "Buy With Confidence Scheme" you will be subject to a "Basic Disclosure" application for criminal convictions	Yes	No

Do you object to the investigation of your criminal conviction history

**Leisure Time Activities and Interests**

**Additional Information**

Please provide any additional information that you feel may be relevant to your suitability of the post.

**References**

Please provide names and addresses of two people who can make qualified reference to your suitability for the post applied for.

1	2

**General Working Philosophy**

As a small family business we require all staff, including management to "muck in" as and when needed to complete or progress our contracts and customer expectations. This includes helping out other trades, loading and unloading deliveries and tidying up the work place as required.

**Declaration**

I confirm that the above information is correct and understand that misleading statements or deliberate omissions may be sufficient grounds for cancelling any arrangements or appointments made or offered

Signature

Date

Please return this application in the pre-paid envelope provided