

For Office use only	
No.	
Telephone IV	
1 st Interview	
2 nd Interview	

APPLICATION FOR EMPLOYMENT

Position Applied for:

PERSONAL DETAILS:

Surname:	First Names:
Address:	Home No:
	Mobile No:
	E-mail Address:
	NI number:

Where did you hear about this vacancy?
Notice Period:
Do you have the right to work in the UK? Yes / No (You will be asked to provide documentary evidence of your nationality):
Please give dates of any Pre-Booked Holidays:
Do you suffer from any disability or medical condition that requires any special consideration or adjustment? Please explain:
How many days have you been absent from work in the last 12 months? What have been the reasons for your absence?
Please give details of any unspent Criminal Convictions?

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EDUCATION/QUALIFICATIONS:

Please give details of all Full Time Secondary Education onwards:

School/College/University	Examinations and Results:

Please give details of any languages and your proficiency level.

Language: _____ Level: _____

Language: _____ Level: _____

Language: _____ Level: _____

Please give details of any additional training, which may support your application.

Please give details of any technical or professional associations you are a member of.

Please list any experience and/or qualifications you have in relation to your computer skills and mention any software packages that you are familiar with.

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EMPLOYMENT HISTORY:

Please record all past employment starting with your current or most recent role. Please also account for any intervals of non-employment.

Dates: From/To:	Name of Employer	Job Title and Brief Description of Duties	Reasons for Leaving

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Please tell us why you wish to join quantum tm, and explain how this position will contribute to your career goals.

What attracts you to this role?

What personal skills and abilities do you possess for this role? Please include any additional information that may support your application (including any external activities you have an interest in).

REFERENCES:

The Company will, if you accept an offer of employment, take up references from your last two employers. Please give their Names, Addresses, Contact details and Occupations.

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I certify that, to the best of my knowledge, the information in this application is correct and complete. I agree that any deliberate omission or falsification of this application form will be grounds for rejecting this application or subsequent discharge once employed by quantum tm.

Signed..... **Dated**.....

Print Name.....

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USED FOR MONITORING PURPOSES ONLY

Your details

Date of birth	(dd/mm/yy)
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EQUAL OPPORTUNITIES:

quantum tm is an Equal opportunities employer. Please help us to ensure the effectiveness of our Equal Opportunities Policy by completing the following. (Please Tick)	
White	Pakistani
Black Caribbean	Bangladeshi
Black African	Chinese
Black Other	Other, Please specify.....
Indian	

Signature	
Date	