



Equipment Rental Specialists

# Application for Employment

C O N F I D E N T I A L

Job Reference Number: \_\_\_\_\_ Applicant Reference number: \_\_\_\_\_

Position Applied For: \_\_\_\_\_

## A. Personal Particulars

|                        |  |
|------------------------|--|
| Surname _____          | Telephone No. _____  |
| Forenames _____        | Mobile No. _____   |
| Address _____<br>_____ | Date of Birth _____  |
| _____                  | Marital Status: Married <input type="checkbox"/> Single <input type="checkbox"/> |
| Postcode _____         |  |

## B. Education and Qualifications

Qualifications: Please give details of examinations attempted and results

| Name(s) and Address(es) of School(s)/College(s) | Date From | Date To | Subject/Courses | Examination Result/Grade |
|---|-----------|---------|-----------------|--------------------------|
|   |           |         |                 |                          |

Further and Higher Education: Please give details of all further and higher education since leaving school including training courses and details of qualifications.

| University /College / Institute Attended | Date From | Date To | Subjects Studied Type of Training | Qualifications Obtained |
|--|-----------|---------|-----------------------------------|-------------------------|
|  |           |         |                                   |                         |

Do you have a current full driving licence? Yes/No

Licence Type (class) \_\_\_\_\_

Length of time driving \_\_\_\_\_ years

Date HGV Licence Passed \_\_\_\_\_

Details of any endorsements \_\_\_\_\_

### C. Employment History

Please list starting with the most recent,

| Name(s) and Address(es)<br>of Employer(s) | Date<br>From | Date<br>To | Position Held<br>Main Duties | Salary | Reason For Leaving |
|---|--------------|------------|------------------------------|--------|--------------------|
|   |              |            |                              |        |                    |

### D. General Comments

Please detail here your specific reasons for this application, your main achievements to date and the strengths you would bring to this post

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### E. Interests and/or Hobbies

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## F. Criminal Record

Please note any criminal convictions except those 'spent' under the rehabilitation of Offenders Act 1974.

If none please state

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## G. Health Details

Are you in good health? Yes/No

Doctors Name and Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Please list any diseases or musculo skeletal disorders or allergies from which you have suffered or do suffer

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Please detail any form of medication or treatment you are currently and/or regularly receiving

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Please list all absences from work in the past 12 months and the reasons for such absences

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## H. References

Please note the names and addresses of two persons, one of whom should be a previous employer from whom we may obtain both character and work experience references

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

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Postcode \_\_\_\_\_ Postcode \_\_\_\_\_

Notice Required To Leave Current Position \_\_\_\_\_

How do you intend travelling to work? \_\_\_\_\_

Are you available for work after 6pm if required? Yes/No

Are you available for Saturday work if required? Yes/No

**DECLARATION** (Please read this carefully before signing this application)

1. I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.
2. I hereby give my authority for the company to contact my own doctor for any further details of my state of health.
3. I agree that the company reserves the right to require me to undergo a medical examination in the event of my appointment.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**KDM Hire Ltd.**

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