# Example of job application form

# Application form

Application for employment as: ............................

Name ............................

Address ............................

Postcode ............................

Phone ............................

Email …………………………………

## **Education and training**

Details ............................

Qualifications

Details ............................

## **Employment history**

Present/previous employer ............................

Address ............................

Postcode ............................

Job title ............................

Duties

............................

Pay ............................

Length of time with employer …………………………………………

Reason for leaving

............................

*\*No approach will be made to your present employer or past employer before an offer of employment is made to you.*

Please tell us about other jobs you have done and about the skills you used and/or learned in those jobs.

............................

Please tell us why you applied for this job and why you think you are the best person for the job.

............................

Do you consider yourself to have a disability?

Yes  No

Please tell us if there are any ‘reasonable adjustments’ we can make to assist you in your application or with our recruitment process

............................

Please tell us if there are any dates when you will not be available for interview

............................

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Name ……………………………………..…………………

Signature .................................................. Date …………………………..