



MALCOLM BARNECUTT
SINCE 1930

Application Form

Malcolm Barnecutt, 30 Beatrice Road, Bodmin, Cornwall, PL31 1RD - 01208 892722

1. PERSONAL DETAILS

Position being applied for:	
Surname:	
First Names:	
Title:	
Address:	
Telephone Number:	
Email Address:	

2. EMPLOYMENT IN THE UK

Are there any restrictions on your taking up employment in the UK? If so, please provide details:	YES <input type="radio"/> / NO <input type="radio"/>
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3. EDUCATION & QUALIFICATIONS (Please complete in full and use a separate sheet if necessary)

School / College / University	Subjects	Qualifications	Year Obtained

Any other relevant training:

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4. CURRENT OR MOST RECENT EMPLOYMENT

Current or last position held:		Notice required or date available for work:	
Name of current or last employer:		Current or last salary:	
Brief description of current or last duties:			

5. PREVIOUS EMPLOYMENT (Please complete in full and use a separate sheet if necessary)

Position held:		Start / finish dates:	
Name of company:		Salary:	
Brief description of duties & reason(s) for leaving:			
Position held:		Start / finish dates:	
Name of company:		Salary:	
Brief description of duties & reason(s) for leaving:			
Other relevant experience or skills:			
Other employment or commitments			
<i>Please note any other employment you would like to continue if you were successful in obtaining this role:</i>			

6. DRIVING

Current UK driving licence held:	YES <input type="radio"/> / NO <input type="radio"/>
Have you been involved in any accidents in the past 3 years?	YES <input type="radio"/> / NO <input type="radio"/>
Are there any restrictions on your driving licence?	YES <input type="radio"/> / NO <input type="radio"/>

7. REFERENCES (Please give below the names and addresses of two referees)

Name and address of most recent employer:		Reference may be personal character reference, but referee must not be related:	
Telephone:		Telephone:	
Email:		Email:	

Do you give permission for references to be taken prior to interview?	YES <input type="radio"/> / NO <input type="radio"/>
Are you related to any member of staff?	YES <input type="radio"/> / NO <input type="radio"/>

8. CRIMINAL CONVICTIONS

This position is not exempt from the Rehabilitation of Offenders Act 1974, therefore we only ask you to disclose convictions which are unspent. In the event of employment being offered, failure to disclose all unspent convictions could result in dismissal or disciplinary action. All information will be treated in confidence and will only be taken into account when absolutely necessary. Any information given may be held on computer, and therefore falls within the Data Protection Act.

Have you ever been cautioned or convicted of a criminal offence, or have any hearing pending?

YES	<input type="radio"/>	NO	<input type="radio"/>
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If YES, please given details below:

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9. HEALTH DETAILS

As our work will involve physical aspects such as heavy lifting, it is important that we understand if you have suffered from any previous health issues in order to support you in the role.

Do you have any impairment which might have a substantial or long term effect on your ability to carry out day to day activities for this role?

YES	<input type="radio"/>	NO	<input type="radio"/>
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If so, please describe how you would be able to perform the job with reasonable adjustments:

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Please specify any special arrangements or reasonable adjustments you may require to attend an interview:

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10. DECLARATION (Please read this carefully before signing this declaration)

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.

I agree that this information will be retained in my personnel file during my employment and up to six years thereafter and understand that information will be processed in accordance with the Data Protection Act.

Signed:

Date: