

APPLICATION FORM – CONFIDENTIAL

First Name	<input type="text"/>	Mobile	<input type="text"/>
Last Name	<input type="text"/>	Home	<input type="text"/>
		Email	<input type="text"/>
Address	<input type="text"/>	NI No.	<input type="text"/>
	<input type="text"/>		
	<input type="text"/>	Do you need a work permit to work in the UK?	
	<input type="text"/>	Yes	<input type="checkbox"/>
Post Code	<input type="text"/>	No	<input type="checkbox"/>
Position Applied For	<input type="text"/>	CV attached	<input type="checkbox"/>

How did you learn about the role?

- Referred by NOTE employee ?.....Yes

.....No

Name.....

- OR (please describe):

Tell us why you are interested to work at NOTE Windsor, why now and why you would be good in this role

Please include any skills and experience you have acquired that can support this application whether within the working environment or outside. Also provide details of any gaps between jobs and or training: how long and why?

Eligibility to work in the UK:

You must bring the original documentation if invited to an interview, as evidence of your entitlement to work in this country. Failure to do so will invalidate your application. Please confirm which of the following you have:

British Passport or UK birth certificate & letter	<input type="checkbox"/>
Certificate of registration / naturalisation as a British Citizen	<input type="checkbox"/>
Passport showing right to live & work in the UK	<input type="checkbox"/>
EEC passport or identity card plus required work registration letter	<input type="checkbox"/>
Non-European passport with relevant work visa	<input type="checkbox"/>
Any other document that supports your eligibility to work in the UK	<input type="checkbox"/>

Have you ever been convicted of a criminal offence which is not a spent conviction within the terms of the Rehabilitation of Offenders Act 1974? If yes, please give full details. Spent convictions do not have to be declared as the job is not one covered by the Exceptions Order.

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 or for the position being applied for.

PLEASE READ THE FOLLOWING CAREFULLY BEFORE SUBMITTING THIS APPLICATION FORM

Your employment with NOTE Windsor will be subject to:

- Receipt of satisfactory references
- Successful completion of a three-month probationary period
- Production of a specified document to establish eligibility to work.
(We are unable to sponsor, or take over sponsorship, of an employment Visa at this time)

NOTE Windsor is committed to Equal Opportunities for all.

By providing the information contained within this application form, you are consenting to its use for the purpose of processing your application, assessing your performance in the future (should your application be successful), and monitoring the efficiency of our recruitment and other employment procedures.

I confirm that by **SUBMITTING** information given within my CV, to be, in the best of my knowledge, true and complete. Any false statement given will be sufficient cause for rejection or, if employed, dismissal. I also confirm that I have not withheld any information, the declaration of

which might prejudice my acceptability for employment with the Company. I also accept that it is my personal responsibility, if employed, to notify the Company of any additional employment and to declare on a weekly basis the actual hours worked.

Please sign this box to confirm you have read the above statement and the information you are submitting is true and complete.

Signature.....

Print Name.....

Date.....

Use this space to supplement answers