

APPLICATION FORM
PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS

PERSONAL DETAILS	
SURNAME: (MR/MRS/MISS/MS)	DATE OF BIRTH:
FORENAMES:	
ADDRESS:	
POST CODE	
TELEPHONE No:	
(IF SEEKING PART TIME EMPLOYMENT) DAYS OR HOURS YOU ARE ABLE TO WORK	WHERE DID YOU HEAR OF THIS VACANCY

GENERAL DETAILS	
DO YOU HAVE ANY PART TIME JOBS? <small>IF SO, PLEASE GIVE DETAILS</small>	
WHAT PERIOD OF NOTICE ARE YOU REQUIRED TO GIVE YOUR PRESENT EMPLOYER?	
ARE YOU A CAR OWNER? YES/NO	DO YOU HAVE A CLEAN DRIVING LICENCE? YES/NO
HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE? <small>IF YES, PLEASE GIVE DETAILS:</small>	

EDUCATION & TRAINING		
DATE	NAME & ADDRESS OF SCHOOL	EXAMINATION / TEST RESULTS

EMPLOYMENT HISTORY					
Please start with your present or most recent position and work backward giving full details					
DATES	NAME & ADDRESS OF EMPLOYERS	JOB TITLE	DUTIES & RESPONSIBILITIES IN BRIEF	REASONS FOR LEAVING	WAGE OR SALARY

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PLEASE GIVE ANY OTHER INFORMATION WHICH YOU THINK IS IMPORTANT OR HELPFUL TO SUPPORT YOUR APPLICATION

GENERAL INTERESTS - HOBBIES, SPORTS OR OTHER INTERESTS

REFERENCES		
EMPLOYER 1 (MOST RECENT):	EMPLOYER 2	OTHER (PERSONAL OR CHARACTER)

PLEASE ENSURE THAT YOU HAVE COMPLETED ALL ASPECTS OF THIS APPLICATION.

I declare that all the above information is complete and correct, I understand that deliberate omissions or false information may lead to the termination of any employment undertaken. My previous employers may be approached for references should I be appointed to a position within Stony Dry Cleaners and I recognise that any offer of employment is subject to the receipt of satisfactory references. I confirm that I have completed this form personally.

SIGNATURE

DATE