



The Enterprise, Walton Street, SW3

APPLICATION FOR EMPLOYMENT

Position applied for

Date available to start

How did you hear about the position?

Do you want to work Full timePart time

Are you currently studying or about to start studying Yes No

Are you available to work Mornings..... Evenings Weekends

(Tick all relevant options)

PERSONAL DETAILS

Title: Mr / Mrs / Miss / Ms - Other

First Name.....Family Name.....

Current address.....

..... Post Code

Home TelephoneMobile

Date of Birth N. I.No.....

Do you hold a valid passport / ID card? Yes NoExpiry Date.....

Passport/ ID card number

If needed, do you have a work permit? Yes NoExpiry date.....

All employees of The Enterprise will be required to provide proof of identity and eligibility to work in the United Kingdom prior to commencing employment with the company.

Do you have a bank account? Yes No

All employees of The Enterprise will be required to provide details of their bank account on commencement of employment.

MEDICAL DETAILS

Do you have any medical or physical illness, injuries, disabilities which could affect your employment?

Yes No

If yes please state any adjustment that may be necessary to allow you to perform the job

.....

Please give details of any allergies to food or chemicals, serious illness or any other medical conditions which may affect your work in this job

.....

EMPLOYMENT HISTORY

Please list most recent or current job first and account for any periods of unemployment. Please complete all sections.

Employed (Month/Year) from (Month/Year) to

Name, address and telephone number of employer

.....

Job Title / Duties

Final Salary Reason for Leaving

Employed (Month/Year) from (Month/Year) to

Name, address and telephone number of employer

.....

Job Title / Duties

Final Salary Reason for Leaving

REFERENCES

All employment offers are made subject to us receiving satisfactory employment references. Please give the names and addresses of your last two employers. This Company will contact your former employers to obtain references. We will not contact your current employer while you are still working for them, unless we offer you a job and you accept it. All information received will be treated with confidence. If you have not worked previously, please indicate below the names, addresses and telephone numbers of two professional referees (e.g. Doctor, College Tutor, Head Teacher) whom we may contact.

Name Name

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

.....

.....

Telephone Number..... Telephone Number.....

EDUCATION

Name and Address of School, University, College From / To Subject Area and Qualifications

.....

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SKILLS AND APTITUDE

Foreign Languages (Tick appropriate space)	SPEAK			READ			WRITE		
	Slight	Fair	Fluent	Slight	Fair	Fluent	Slight	Fair	Fluent

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.....

Please write down any other skills you have which might be relevant to your application:-

.....

.....

.....

Please indicate any other vocational certificate or qualifications that are relevant to your application for this position (e.g. Personal License, Food Hygiene Certificate, Registered First Aider etc.)

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Hobbies.....

Why do you wish to work for The Enterprise?

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.....

HISTORY OF CONVICTION

Have you ever been convicted of any criminal offences which are not yet “spent” under the Rehabilitation of Offenders Act 1974? (Ex-offenders will be considered on an individual basis and the nature of the offence will be taken into consideration in the recruitment decision)

Yes No

Are you currently awaiting any criminal Prosecution? Yes No

If yes please give details

DECLARATION

I confirm that the information given to all questions in this application for employment are true and complete. I have not knowingly omitted any fact or circumstance that would, if disclosed, affect my application. I understand that any deliberate omission or misleading statement may be sufficient grounds for terminating any employment agreement made with the Company. I consent to the Company taking up references.

Applicants signature Date

The Enterprise is an Equal Opportunities Employer. We welcome applications from individuals regardless of gender, marital status, race, ethnic origin, disability or sexual orientation.

Should you require assistance to complete this application we will be pleased to help you.

Please return to:

The General Manager
The Enterprise
35 Walton Street
London
SW3 2HU

Telephone: 0207 584 3148
Fax: 0207 584 2516