

# PERSONAL APPLICATION FORM



Please complete as many fields as possible.

## PERSONAL DETAILS

Surname

Forenames

Address

Title (Mr, Mrs. etc.)

Private Telephone

Mobile Telephone

Email Address

Postcode

Are you legally eligible for employment in the UK?

D.O.B: Requested only for the purpose of determining National Living Wage

Do you hold a current driving licence?

Do you perceive you have a disability under the D.D.A?

Is your licence clean? YES or NO

Do you need additional support? YES or NO

Have you ever been convicted of a criminal offence, other than a spent conviction under the Rehabilitation of Offenders Act 1974?

Would you be prepared to take part in a Health Assessment? YES or NO

YES or NO

If YES, please give details:

## EMPLOYMENT

Position applied for

Pay expected

per

Would you work

*Check where applicable*

Full time

Shifts

Nights

Part time

Please state days/hours

If offered this position, will you continue to work in any other capacity?

Have you previously worked for us?

If YES when?

If you answered yes to the above, for what reason did you leave our employment?

How much notice will be required for your present employer?

On what day would you be available for work?

**Control Techniques**<sup>™</sup>

**Control Techniques Drives Ltd**

Tŷ Rheoli, 79 Mochdre Ind. Est.

Newtown, Powys UK SY16 4LE

T +44 (0) 1686 612300

F +44 (0) 1686 612800

## EDUCATION

Schools

From

Examinations and results

To

College or University

From

Courses and results

To

Further education and formal training

From

Courses and results

To

Professional membership and qualifications

Please outline skills and experience you have gained through paid employment and other work activities and interests which are relevant to your application.

---

## EMPLOYMENT HISTORY

List below present and past employment, beginning with your most recent.

Name and address of employer

Job title

Name of supervisor

Telephone

From: Month Year

Starting salary

£ per

Type of business

To: Month Year

Leaving salary

£ per

Main duties

Reason for leaving

---

Name and address of employer

Job title

Name of supervisor

Telephone

From: Month Year

Starting salary

£ per

Type of business

To: Month Year

Leaving salary

£ per

Main duties

Reason for leaving

---

## Employment history continued...

Name and address of employer

Job title

Name of supervisor

Telephone

From: Month Year

Starting salary

£ per

Type of business

To: Month Year

Leaving salary

£ per

Main duties

Reason for leaving

---

Name and address of employer

Job title

Name of supervisor

Telephone

From: Month Year

Starting salary

£ per

Type of business

To: Month Year

Leaving salary

£ per

Main duties

Reason for leaving

---

## PERSONAL REFERENCES

Should you be successful at interview, we will ask for 2 references from previous employers.

I hereby give permission for you to contact any of the employers listed on the previous page, concerning my prior work experience.

Signed

If there is a particular employer(s) you do not wish us to contact at any time / on acceptance / or after, please indicate which ones

---

**Please give details of two contacts (preferably your last two employers) we could approach for reference purposes**

Name

Name

Occupation

Occupation

Address

Address

Telephone

Telephone

How did you hear about this vacancy?

The information given in this application for employment is, to the best of my knowledge, true and complete.

Date

Signature

---

**For internal use only**

Date received

Acknowledgement sent

---