

James Burrell

Builders Merchants

Employment Application Form

Strictly Private & Confidential

ALL TO BE COMPLETE: PLEASE USE BLOCK CAPITALS

STATE POSITION YOU ARE APPLYING FOR:

STATE BRANCH YOU ARE APPLYING FOR:

YOUR PERSONAL DETAILS

Surname: First Name/s:

Address:
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Postcode:

Mobile:

Email:

Tel No:

RIGHT TO WORK IN THE UK

Are you legally entitled to work in the UK? Yes No

We will require evidence of this, prior to commencing employment

DRIVER DETAILS

IF THIS POSITION REQUIRES DRIVING COMPANY VEHICLES - PLEASE COMPLETE THE FOLLOWING:

Do you have a Driving License? Yes No

If HGV which category do you have?.....

Do you have a current Driver CPC? Yes No

Do you have a Digital Tachograph? Yes No

Do you have a current HIAB license? Yes No

Do you have any driving Endorsements? Yes No If YES please give further details:

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Additional Information:

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EMPLOYMENT HISTORY

Please give details of relevant previous employment/key achievements that might help us assess your suitability for the job for which you are applying, starting with the most recent employment, working backwards

Current/Last Employer:

Name:

Address:

Postcode:

Position: Salary/Wage:

Start date: End date:

Outline of current duties:

Reason for leaving:

Notice Period:

1st Previous Employer

Name:

Address:

Postcode:

Position: Salary/Wage:

Start date: End date:

Outline of current duties:

Reason for leaving:

2nd Previous Employer

Name:

Address:

Postcode:

Position: Salary/Wage:

Start date: End date:

Outline of current duties:

Reason for leaving:

Please tell us here what skills and personal qualities you have that suit the role you seek and would mean you work successfully for us. Please continue on a separate sheet if necessary.

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EDUCATION

Please give brief details of all Secondary Education, including examinations taken (with results)

SCHOOLS/COLLEGES	COURSES/EXAMS	QUALIFICATIONS OBTAINED

Any other qualifications relevant to the role you are applying for:

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INTERESTS, HOBBIES AND SPORTS

Please give brief details of spare time interests and hobbies, including details of membership of bodies, committees, voluntary work, etc.

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GDPR - PRIVACY NOTICE

James Burrell will collect and use the data you have provided for recruitment purposes only, information will be stored and processed as per our privacy policy, for more information please refer to www.jamesburrell.com.

DECLARATION

Please read and sign the following declaration:

I can confirm the above information is complete and correct and any untrue or misleading information will give James Burrell the right to terminate any employment contract offered.

Signed: Date:

Note: We are an equal opportunities employer and will not tolerate discrimination in any form.

Please post all completed forms to HR Manager, James Burrell Limited, Deptford Road, Gateshead, Tyne & Wear, NE8 2BR or email to personnel@jamesburrell.com.