



# FISHERMAN'S FRIEND<sup>®</sup>

## CONFIDENTIAL APPLICATION FOR EMPLOYMENT LOFTHOUSE OF FLEETWOOD LTD

**PLEASE RETURN COMPLETED FORM TO:**

HUMAN RESOURCES MANAGER  
LOFTHOUSE OF FLEETWOOD LTD  
MARITIME STREET  
FLEETWOOD  
LANCASHIRE  
FY7 7LP

Ref:

Applicants are required to **complete all sections of this form in black ink**. Curriculum vitae will not be accepted in place of a completed form but may be submitted in support of the application form with any other relevant documentation. Applications are welcome from all sections of society. Applicants who have not heard otherwise within three weeks of the closing date should assume that the post has been filled.

**Post applied for:** \_\_\_\_\_ **Closing Date** \_\_\_\_\_

### PERSONAL DETAILS

**Surname:** \_\_\_\_\_ **Title (Miss/Ms/Mrs/Mr):** \_\_\_\_\_

**Forenames:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_ **Postcode:** \_\_\_\_\_

**Telephone No:(Home)** \_\_\_\_\_ **(Work)** \_\_\_\_\_  
(if we may contact you there)

**Mobile:** \_\_\_\_\_ **National Insurance Number** \_ \_ \_ \_ \_

---

1. Have you done this kind of work before? YES / NO    Wage / salary required: \_\_\_\_\_

**2. Education**

Schools attended from age 11	Dates (approx.)		Examinations (subjects / results)
	From	To	
Further education and training	From	To	Examinations (subjects / results)

**3.EMPLOYMENT**

**PRESENT POST (or last post)**

**Job Title** \_\_\_\_\_ **Start Date** \_\_\_\_\_

**Finish Date** \_\_\_\_\_ (or notice required if still employed)

**Salary** \_\_\_\_\_ **Other Benefits** \_\_\_\_\_

**Reason(s) for Leaving** \_\_\_\_\_  
\_\_\_\_\_

Other most recent employer: \_\_\_\_\_ Starting date: \_\_\_\_\_

Address: \_\_\_\_\_ Leaving date: \_\_\_\_\_

Job title: \_\_\_\_\_

What were you required to do? \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ Finishing pay: \_\_\_\_\_

Previous employer: \_\_\_\_\_ Starting date: \_\_\_\_\_

Address: \_\_\_\_\_ Leaving date: \_\_\_\_\_

Job title: \_\_\_\_\_

What were you required to do? \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ Finishing pay: \_\_\_\_\_

Previous employer: \_\_\_\_\_ Starting date: \_\_\_\_\_

Address: \_\_\_\_\_ Leaving date: \_\_\_\_\_

Job title: \_\_\_\_\_

What were you required to do? \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ Finishing pay: \_\_\_\_\_

**4.** Have you ever been convicted of a criminal offence? (Declaration subject to the Rehabilitation of Offenders Act):

**5.** Membership of professional organisations:

6. Do you need a work permit to work in the UK? YES / NO

7. If offered this position do you intend to continue working in any other capacity? (Give details)

8. Are you in good health? YES / NO  
Are there any disabilities, which may affect your application? YES / NO

Describe disabilities and

- (a) any reasonable adjustments which you feel should be made to the recruitment process to assist you in your application for the job
- (b) any reasonable adjustments, which you feel, should be made to the job itself, which would enable you to carry out the job.

9. Are you familiar with the following computer programmes?  
Word, Access, Excel, PowerPoint (delete those not known)  
Others (please state) \_\_\_\_\_

I confirm that the information given on this form is, to the best of my knowledge, true and complete. Any false statement may be sufficient cause for rejection or, if employed, dismissal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For office use only