



# APPLICATION FOR EMPLOYMENT

## PRIVATE AND CONFIDENTIAL

Ref. No: \_\_\_\_\_

### POSITION APPLIED FOR

**Return this form to:**

**Toals Bookmakers, 15a Pottingers Court, Belfast, BT1 4DU**

Surname		Forename(s)		Title	
Address					
Postcode		Email Address			
Home Tel:		NI No. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			
Mobile:					
Current driving licence? Yes No		Details of endorsements			
Have use of a car? Yes No					
Groups:		Expiry Date:			
Are there any restrictions on you taking up employment in the UK?		Yes		No	
If yes, please provide details:					
Have you ever applied for Toals Bookmakers before?		Yes		No	
Have you ever worked for Toals Bookmakers before?		Yes		No	
If yes, please give details of Position, Dates and Location:					

## EDUCATION HISTORY

	FROM	TO	SUBJECT	RESULTS
Schools (type only, e.g. Technical, grammar, etc)				
Further Education Name and Address of Colleges/Universities:				
Other Training:				
Are you presently in, or intending to return to Full Time/ Part Time Education?			Yes	No
If yes, please give details:				

OTHER EMPLOYMENT

Please note any other employment you would continue with if you were to be successful in obtaining this position:

EMPLOYMENT HISTORY (Please complete in full and use a separate sheet if necessary)

FROM	TO	NAME AND ADDRESS OF EMPLOYER	JOB TITLE AND DUTIES	START/FINISH SALARY	REASON FOR LEAVING

Do you have any objections to contact being made with your present or past employer? Yes No

Notice required in current post:

PERIODS OF UNEMPLOYMENT

START DATE	END DATE

REFERENCES

Please note here the Names and Addresses of two referees whom you are not related to and who we can approach for a confidential assessment of your suitability for the job. (**Both** should be previous employers)

1. Name:  Address:   Tel:  Email:	2. Name:  Address:   Tel:  Email:
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CAREER

Why did you apply for this position?  
Please indicate any relevant information that may support your application, your main achievements to date and the strengths you would bring to this position.

Where did you hear about this vacancy?

LEISURE

Please note here your leisure interests, sports and hobbies, other pastimes etc:

CRIMINAL RECORD

Please note any criminal convictions except those 'spent' under the Rehabilitation of Offenders (NI) Order 1978. If none please state. In certain circumstances employment is dependant upon obtaining a satisfactory disclosure of criminal records.

AVAILABILITY

Are you available to work public holidays?	Yes	No
Are you interested in Full Time or Part Time work?		
If successful, when can you start?		
Do you have any holidays booked at this time? Dates:	Yes	No
(please note we are under no obligation to take account of your holiday arrangements but will endeavour to do so)		

DECLARATION (Please read this carefully before signing this application)

1.

I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.

2.

I agree that the organisation reserves the right to require me to undergo a medical examination. (Should we require further information and wish to contact your doctor with a view to obtaining a medical report, the law requires us to inform you of our intention and obtain your permission prior to contacting your doctor). I agree that this information will be retained in my personnel file during employment and for up to six years thereafter and understand that information will be processed in accordance with the Data Protection Act

3.

I agree that should I be successful in this application, I will, if required, apply for a disclosure of criminal records. I understand that should I fail to do so, or should the disclosure not be to the satisfaction of the company any offer of employment my be withdrawn or my employment terminated.

Signed:

Date: