



# PROPER JOB SUPERSTORES LTD

Hannah More Road, Nailsea, Bristol, BS48 4RZ  
Telephone (01934) 641330 Fax (01275) 217730  
Email info@properjob.biz Company Reg. No. 4518696

## JOB APPLICATION FORM

### Vacancy Details

Vacancy Applied For:

Reference Number:

Store:

### Personal Details

Miss/Mrs/Ms/Mr (please delete as applicable) First Name:

Middle Name(s)

Surname:

Address:   
Post Code:

Date Of Birth:

NI Number:

Do you hold a UK Licence for any of the following:

Car  Motorbike  Forklift  7.5T  HGV

If you said yes to having a Forklift licence please state which type:

Counter Balance  Expiry date

Reach Truck  Expiry Date

Have you had experience with any of the following? (tick each box only if yes)

Using a Till  Using a Computer  Shelf Filling  Warehousing/Stock Picking

### Criminal Convictions

Have you been convicted of any Criminal Offences: Yes  No   
(this should exclude any spent under Section4(2) of the Rehabilitation of Offenders Act 1974)

If Yes please give details:

## Contact Details

Home:

Work:

Mobile:

Email:

To arrange an interview please contact me in the:

Morning

Afternoon

Evening

## Availability To Work (including bank holidays)

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Earliest Start  
(am/pm)

Latest Finish  
(am/pm)

If your application is successful, when would you be able to start:

## Right to work in the UK (Asylum & Immigration Act 1996)

If you are invited to interview please could you bring along original proof **and** a copy of your right to work in the UK. The list below may help in providing such a document; (A full list can be found on the government website [www.ind.homeoffice.gov.uk](http://www.ind.homeoffice.gov.uk))

### **You must produce either one of these Documents**

- A UK or European Economic Area Passport
- A UK residence permit issued to a national from a EEA Country or Switzerland
- A UK endorsed travel Document

**OR**

### **A document with evidence of a permanent National Insurance Number (P45, P60) and, one of the following**

- A Birth Certificate
- A certificate of naturalisation/registration as UK citizen
- An endorsed letter from the Home Office

**OR**

### **A work permit issued by Work Permits UK and one on the following**

- A passport or travel document endorsed by UK Home Office
- An endorsed letter issued by UK Home Office

Can You provide confirmation that you are legally entitled to work in the UK?

Yes

(if Yes and your application is successful, please bring your passport in on your shift)

No

(if No please state why)

## Qualifications

School/College etc.

Subject

Qualification/Results

Date

School/College etc.	Subject	Qualification/Results	Date

## Previous Employment

Name of Employer

From

To

Position

Reason for Leaving

Name of Employer	From	To	Position	Reason for Leaving

Please continue on a separate sheet, if needed.

**NOTES:**

--

## Hobbies and Interests

## References

<b>Name:</b>	<input type="text"/>	<b>Name:</b>	<input type="text"/>
<b>Address:</b>	<input type="text"/>	<b>Address:</b>	<input type="text"/>
<b>Tel:</b>	<input type="text"/>	<b>Tel:</b>	<input type="text"/>
<b>Position:</b>	<input type="text"/>	<b>Position:</b>	<input type="text"/>

## What to do Next

Once you have completed the application, please either drop it in to your closest store or send to the address on this form together with your CV.

Once received, your application will be considered for approval.

You will then be notified either in writing or by phone if we are inviting you to interview for the Vacancy you applied for.

### ***Declaration***

Thank you for taking the time to complete this application form. Can you please sign the Declaration below to confirm that the information you have given is correct and, in line with the Data Protection Act 1988, you are happy for this information to be held in a secure place and used in processing your application. *Good Luck!*

Signed:

Date: