

APPLICATION/REGISTRATION

We are an Equal Opportunities Employer and we welcome applicants regardless of religious belief, political opinion, race, gender, sexuality, marital status or disability.



PLEASE ANSWER ALL THE QUESTIONS. ANY DECISION TO INTERVIEW YOU WILL BE BASED SOLELY ON WHAT YOU TELL US IN THE FORM. A CV IS NOT ESSENTIAL, BUT WOULD BE ADVANTAGEOUS.

YOU ARE ALSO REQUESTED TO COMPLETE THE ATTACHED MONITORING QUESTIONNAIRE FOR THE COLLECTION OF EQUAL OPPORTUNITY DATA. IT IS NOT INCLUDED AS PART OF THE FORMAL APPLICATION BUT IS RETAINED SEPARATELY AND IS NOT USED AS THE BASIS FOR ANY EMPLOYMENT DECISION.

POSITION APPLIED FOR _____	REF Office use only					
SURNAME _____ FORENAME(S) _____ <small>BLOCK CAPITALS (Mr/Mrs/Ms/Miss)</small>						
ADDRESS _____ _____ POST CODE _____	NATIONAL INSURANCE NUMBER <table border="1" style="margin: auto; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>					
TELEPHONE/CONTACT NUMBER _____ <small>Area code</small>	DATE OF BIRTH _____					

SECONDARY/FURTHER EDUCATION

Please state your principal examination grades/results which you believe to be relevant. Give dates.

(Please do NOT state the name(s) of the school(s) you attended)

SPECIAL TRAINING

Please give details

PREVIOUS EMPLOYMENT – Please start with your present or last employment.

From/to (DATES)	Name and address of employer	Nature of business	Description of your job	Reason for leaving	Final rate of pay
1					
2					
3					
4					

Which of the above employers have we your permission to contact? Please tick.

1	2	3	4
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MEDICAL HISTORY

Have you had any illness, or do you have a medical condition, which may affect your ability to fulfil the job you are applying for? If your answer is YES, please give full details.

Yes

No

Do you hold a current Driving Licence?

Yes

No

If you have any driving convictions, endorsements or Penalty points, please give details.

Have you ever been convicted of a criminal offence? You do not need to answer YES if the conviction is spent in accordance with the Rehabilitation of Offenders Order. But if your answer is YES please give details.

Yes

No

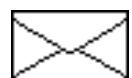
You may use this section to add any information that you believe might support your application.

DECLARATION

I certify that all the information I have given is correct. I understand that any false information may result in any job offer being withdrawn.

Signature of applicant _____ Date _____

Please return this form **(together with the monitoring information in the separate sealed envelope)**



To: **THE APPOINTMENTS SECRETARY**

ADDRESS: Mrs. Rhoda Sharpe
Modern Tyre Service
56 Tempo Road
Enniskillen
Co. Fermanagh BT74 6HR



**EQUAL OPPORTUNITY
MONITORING OF ALL
APPLICANTS**

BRANCH

B

VACANCY _____

Ref No _____
OFFICE USE ONLY

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PLEASE READ THIS SECTION CAREFULLY BEFORE COMPLETING THE QUESTIONNAIRE.

Under the Fair Employment and Treatment (NI) Order 1998, and in accordance with our own Equal Opportunity policy, we are asking you to indicate the community to which you belong by ticking the appropriate box below. We are not asking which church you attend or whether you have any particular religious conviction. The question is about your perceived community background and we require the information solely to meet our obligations under the law. **THE INFORMATION YOU GIVE WILL NOT BE INCLUDED AS PART OF YOUR APPLICATION. IT WILL BE RETAINED SEPARATELY AND WILL NOT BE USED AS THE BASIS FOR ANY EMPLOYMENT DECISION.**

You are particularly asked to note that, while it is not compulsory for you to complete this form, it is a criminal offence under legislation for a person to impede the process of monitoring or mislead an employer by giving 'false information in connection... with the preparation of a monitoring return'.

We are also monitoring marital status as recommended in the relevant Codes of Practice.

My background is that of the Protestant community

My background is that of the Roman Catholic community

I do not have a Protestant or Roman Catholic background

Male

Female

Married

Single

Divorced

Please tick the appropriate box

PLEASE DO NOT SIGN THIS DOCUMENT. When completed, put it into a separate envelope, seal it and return with application form.

