



A W Champion Limited

Head Office:

Champion House, Burlington Road, New Malden, Surrey, KT3 4NB

Tel No: 020 8949 1621

Application for Employment

Please ensure you complete all sections of this form to enable us to give your application our fullest consideration.

Position applied for _____

Branch preference

- Bromley
 Chessington
 Claygate
 Dorking
 Edenbridge
 Guildford
 New Malden
 Sutton
 Wimbledon
 Weybridge

Personal Details

Surname: Forenames:

Address Mr Miss Mrs Ms

..... Tel No (Home)

..... Tel No (Mobile)

Post Code Email Address

Some positions in our Company (eg Driver, Sales Assistant, Labourer) involve manual handling tasks. Are you willing and able to undertake manual handling tasks if required?

Yes No

If No, please give details:

.....
.....

Have you ever been convicted of a criminal offence, other than a spent conviction under the Rehabilitation of Offenders Act 1974?

Yes No

If Yes, please give details:

.....
.....

For Driver Roles only:

Do you have a current Driving Licence? Yes No Class

Do you have any endorsements? Yes No

If Yes, please give details:

.....
.....

Education

Name of Secondary Schools attended	Dates attended		Exams taken and results (including grades)
	From	To	

Name of Colleges/Universities attended	Dates attended		Exams taken and results (including grades)
	From	To	

Professional qualifications gained

Training courses attended

Employment History

(Please list present and past employment, beginning with the most recent)

Name and address of employer

_____ Date started _____

_____ Date left _____

_____ Rate of pay _____

Post Code _____ Job title _____

Tel No: _____ Employer's business _____

Briefly describe your main duties

State your reason for leaving

Name and address of employer

_____ Date started _____

_____ Date left _____

_____ Rate of pay _____

Post Code _____ Job title _____

Tel No: _____ Employer's business _____

Briefly describe your main duties

State your reason for leaving

Name and address of employer

_____ Date started _____

_____ Date left _____

_____ Rate of pay _____

Post Code _____ Job title _____

Tel No: _____ Employer's business _____

Briefly describe your main duties

State your reason for leaving

Other information to support your application

You are invited to state below, and on a separate sheet of paper if necessary, what skills and experience you have that match the requirement of the job. Please see the Job Role for reference:

Finally, please assist us by answering the questions below

If we made you an offer of employment, how soon would you be able to join this company?

Do you have any other employment that you intend to continue should your application with this company be successful?

Yes No

If Yes, give details

Do you have any holiday commitments?

Yes No

If Yes, give details.

Where did you see this job advertised?

Declaration

I declare the information I have given is, to the best of my knowledge, true and complete and I consent to its being held on file. I hereby give permission for A W Champion Ltd to contact the employers listed in the Employment History of this form in order to obtain a reference. Your current employer will not be approached until after an offer of employment has been made and accepted.

Signed: Name: Date:

Data Protection

The Data Protection Act 1998 (“The Act”) sets out certain requirements for the protection of your personal information against unauthorised use of disclosure. The Act gives you certain rights.

Except to the extent we are required or permitted by law, the information which you provide in this application form, and any other information obtained or provided during the course of your application (“the information”) will be used solely for the purpose of assessing your application.

If your application is unsuccessful or you choose not to accept any offer of employment we make, the information will not be held for longer than necessary, after which time it will be destroyed.

If your application is successful, the information will form part of your Personnel file and we will be entitled to process it for all purposes in connection with your employment. So that we may use the information for the above purposes and on the above terms, we are required under the Act to obtain your explicit consent.

I consent to the use of my personal information for the purpose and on terms set out above.

Signed: Date: