GULD INTERNATIONAL SERVICES LIMITED

Employment application

Tap each blue field to enter your answer. Save a copy when you finish.

Guld is committed to becoming an Equal Opportunities Employer. All appointments will be made in line with our Equal Opportunities policy.

Post and applicant details

Post title

Closing date

Post reference

Surname

Forename(s)

Initials

Home telephone

Work telephone

Mobile telephone

Email address

Preferred work location / site (if known)

Address and next of kin

Home address

Postcode

National Insurance number

Next of kin

Full name

Address

Home telephone

Work telephone

Education and training

Please include all education and training undertaken.

First entry – school, college or training provider, qualification, grade and year

Second entry – school, college or training provider, qualification, grade and year

Third entry – school, college or training provider, qualification, grade and year

Further education, training and qualifications

Membership of professional associations and year

Current employment

Name and address of present employer

Job title

Date commenced

Present salary

Period of notice required

Duties

Reason for wishing to leave

Previous employment

Start with your most recent previous post.

Previous post 1 – dates from and to, employer, job title and duties, salary and reason for leaving

Previous post 2 – dates from and to, employer, job title and duties, salary and reason for leaving

Previous post 3 – dates from and to, employer, job title and duties, salary and reason for leaving

Additional previous posts

Experience and achievements

Please explain how your education, training and experience, including experience outside employment, relate to the requirements of the post you are applying for.

Relevant experience and achievements

Leisure interests

Qualifications

References

Please give the details of three referees who can comment on your abilities and academic or professional experience. One should be your present or past employer.

References are normally taken up when you are invited for interview, unless you request otherwise below.

Referee 1 – name, address, telephone and position or relationship to you

Referee 1 – email address

Referee 2 – name, address, telephone and position or relationship to you

Referee 2 – email address

Referee 3 – name, address, telephone and position or relationship to you

Referee 3 – email address

Reason for omitting your present employer, if applicable

Any instructions about contacting referees

If an offer is made and accepted, we reserve the right to contact your present employer.

Additional information and declaration

Where did you learn of this vacancy?

Dates when you are unavailable for interview

Details of any unspent criminal convictions under the Rehabilitation of Offenders Act 1974

Number of days lost from work due to sickness in the past two years and details, if appropriate

Use of your information

Your application will be kept in hard copy and some information will also be stored electronically. It will be used in the selection process and, if you are appointed, for human resources administration.

Declaration

I declare that the information in this form is correct to the best of my knowledge. I understand that any wilful misstatement may lead to disqualification or instant dismissal if engaged.

Applicant signature (type your full name when completing digitally)

Date signed

Please return the completed form to Guld International Services Limited, 262 Hilltown, Dundee, DD3 7AR, or email recruitment@guldlimited.com.

Equal opportunities monitoring

The answers in this section are used for equal opportunities monitoring. They are not used in candidate selection.

Post number

Family name

Given names

Preferred title

Date of birth

Gender

Select an option

Nationality (country of birth or passport)

Do you require a work permit for the UK?

Select an option

A disability is a physical or mental impairment with a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities.

On this basis, do you consider yourself disabled?

Select an option

If yes, please give details

Ethnic group and national identity

Ethnic group

Select an option

If you selected an other ethnic group or background, please specify

National identity is how you see yourself. It may be based on culture, language, ancestry or family history. Select your main national identity and give a second choice if applicable.

National identity – main choice

Select an option

National identity – second choice

Select an option

Office use only

Candidate number

Interviewed by

Training

Results

Comments

Confidential bank details

Bank name

Account name

Account number

Sort code

Bank address

Print name

Signature (type your full name when completing digitally)

Date signed