



Cosgrove Park, Cosgrove, Milton Keynes MK19 7JP
Telephone 01908 563360 www.cosgrovepark.co.uk

APPLICATION FOR EMPLOYMENT

STRICTLY CONFIDENTIAL

To be returned to

**Mark Wilson,
Cosgrove Park
Cosgrove
Milton Keynes
MK19 7JP**

Position applied for

How did you learn of this vacancy?

Personal details

(BLOCK CAPITALS PLEASE)

Date of Birth

Surname

Dr/Mr/Mrs/Miss/Ms/Other

Forename(s)

Address

Postcode

Home tel no

Business tel no

May we, with discretion, phone you at work?

Yes

No

Do you require a work permit?

Yes

No

If yes, do you hold a current permit?

Yes

No

Do you smoke?

Yes

No

Are you in general good health?

Yes

No

If No, please state your medical condition

Are you receiving any medical treatment?

Yes

No

If Yes, please state what

Have you in the past had periods of ill health resulting
in absence from work?

Yes

No

Are you registered disabled? Yes No
 If Yes, please give registered number and expiry date

Are you willing to have a medical examination if required? Yes No

Do you hold a full driving licence? Yes No
 If yes, do you have any current endorsements? Yes No

If yes, please give details below.

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Qualifications

List the qualifications you have taken or are about to take (eg GCSE, A-Level, BTEC National, Degree, PhD).
 Give dates and grades – please indicate failures.

Type of qualification	Subject	Result/date	Type of qualification	Subject	Result/date

Past employment details (Excluding your present or last employment)

(If you are applying for your first post after leaving school or further education, please indicate any past holiday employment.)

Employer's name & address	Job title	Date		Salary	Reasons for leaving
		From	To		

Membership of professional organisations

Detail below membership of any technical or professional bodies or societies.

Present or last employer details

Company name and address

 Postcode

Position held

Dates from

to

Final or most recent salary and benefits

Outline present duties

Continue on a separate sheet if necessary.

Reasons for wishing to leave

Continue on a separate sheet if necessary.

Why are you interested in applying for this post?

Continue on a separate sheet if necessary.

Relevant experience

Please continue on a separate sheet if necessary.

(Please draw from past employment and/or from out of work activities.) Detail below any skills or experience that are particularly pertinent to the position you have applied for. Indicate the number of years you have been involved in the duties mentioned and relevant job titles.

Training courses

Detail below any specialised training you have received or any relevant short courses attended.

Spare time interests and vocational activities

Criminal record

Please give details of any unspent criminal offences in accordance with the Rehabilitation of Offenders Act (Exceptions) Order 1975 and/or (Northern Ireland) 1979.

Length of notice

Declaration

I confirm that the information contained in this application form is correct.

Signature

Date