



Data Protection Act, 1998

HelmCom Limited may put the information you give onto a computer to assist with your application.

Application for employment

VACANCY DETAILS

| | |
|---------------------|--|
| Vacancy applied for | <input type="text"/> |
| Vacancy number | <input type="text"/> |
| Employer's name | HelmCom Limited |
| Return form to | The Nurseries New Passage Road Bristol BS35 4LZ |

Where tick boxes appear, please press **space bar** to insert 'X' to those that apply.

Personal details

| | | | |
|---|---|--|--|
| 1 | Title <input type="checkbox"/> | Date of Birth <input type="checkbox"/> | |
| | First name(s) <input type="text"/> | Surname <input type="text"/> | |
| 2 | Address (including Postcode) <input type="text"/> | 3 | Mobile telephone number (include code) <input type="text"/> |
| | | | Evening telephone number (include STD code) <input type="text"/> |
| | | | National Insurance number <input type="text"/> |
| 4 | E-mail address <input type="text"/> | | |
| 5 | Please state driving licences held (include any points on your licence and the reasons for them) <input type="text"/> | | |

6 Work history (*starting with the most recent first- Continue on a separate sheet of paper if necessary*)

| Employer | Position held and description of duties | Reason for leaving |
|----------|---|--------------------|
| | | |

7 Education and training (*starting with the most recent first*)

| School/College/University etc attended | Qualifications gained or course studied |
|--|---|
| | |

8 Do you hold a current, valid passport or ID card? (For overseas vacancies only) Yes No

9 Any other information relevant – This will support your application so please complete

(Please use a separate sheet if necessary)

10 If there is an age limit on the vacancy you must mark this box to confirm that you meet the age requirement.

11 Do you consider yourself disabled under the Disability Discrimination Act (DDA)? Yes No

Do you require any particular arrangements for an interview? Yes No

(please give details)

12 References *(these will be required in addition to work references which will be requested as a matter of course)*

| | |
|------------|------------|
| 1 | 2 |
| Occupation | Occupation |

Declaration

13 I confirm that, to the best of my knowledge, the information given on this form is correct. *(Print and sign)*

Signed

Date

Name

Extra Space for you to write in: