

The Mains of Drum

A P P L I C A T I O N F O R M

The Mains of Drum, Drumoak,
Banchory, Aberdeen AB31 5AN

Tel: 01330 811000

Email: jobs@mainsofdrum.co.uk

PERSONAL DETAILS

Title: **Mr / Mrs / Miss / Ms / Mx**

First Name: _____

Middle Name(s): _____

Surname: _____

Home Address: _____

Postcode: _____

Home Telephone: _____

Mobile Telephone: _____

Email Address: _____

National Insurance Number: _____

Date of Birth: _____

WORK DETAILS

Please state below the days and times that you are available to work:

	Mon	Tue	Wed	Thur	Fri	Sat	Sun
Earliest Time Available	_____						
Latest Time Available	_____						

Do you require a work permit? **Yes / No** _____

If yes please give details: _____

NEXT OF KIN DETAILS

Please give the name and address of someone whom the company should
contact in the case of an emergency: _____

Full Name: _____ Relationship: _____

Address: _____

_____ Mobile Telephone: _____

EDUCATION DETAILS

Please give details of schools/colleges/universities attended along with dates and exam results or qualifications obtained.

[illegible]

Do you belong to any professional bodies? **Yes / No**

Please give details of any professional qualifications held, together with dates:

ABOUT YOU

Please give details of any hobbies or interests that you have:

INFORMATION

Do you have any criminal convictions other than those described as "spent" under the rehabilitation of offenders act 1974? **Yes / No**

If yes please give details:

INFORMATION

If we offer you a position we may ask you to apply for a police/criminal records check at the start of, or during your employment with us.

Please confirm that you are prepared to make such an application at the company's expense. **Yes / No**

Do you have a drivers license? **Yes / No**

Do you have any endorsements on this licence? **Yes / No**

Are you currently banned from driving? **Yes / No**

If yes, please give details: _____

Do you have your own transport? **Yes / No**

EMPLOYMENT HISTORY

Please complete details of your employment history.

CURRENT / MOST RECENT EMPLOYMENT

Name of Employer: _____ Start Date: _____

Address: _____ Leaving Date: _____

Telephone Number: _____

Job Title & Responsibilities: _____ Reason for Leaving: _____

Salary on Leaving: _____

If current employer can we contact? Yes / No

PREVIOUS EMPLOYMENT

Name of Employer: _____ Start Date: _____

Address: _____ Leaving Date: _____

Telephone Number: _____

Job Title & Responsibilities: _____ Reason for Leaving: _____

EMPLOYMENT HISTORY

Please complete details of your employment history.

PREVIOUS EMPLOYMENT

Name of Employer: _____ Start Date: _____

Address: _____ Leaving Date: _____

Telephone Number: _____

Job Title & Responsibilities: _____ Reason for Leaving: _____

*Please attach a separate sheet of paper if more space is needed.

ADDITIONAL INFORMATION

Do you consider yourself to have a disability? **Yes / No**

Please tell us if there are any 'reasonable adjustments' we can make to assist you with your application or with our recruitment process: _____

APPLICANT DECLARATION

Thank you for completing this form. Everything that you have told us will be treated as confidential. We shall be using the information in order to select candidates for interview.

I declare that the above information is, to the best of my knowledge, accurate.
I will notify The Mains of Drum of any changes.
I accept that providing deliberately false information could result in my dismissal.

Unsuccessful or pending applications will be kept on file for up to 1 year.
Successful candidates will have their application kept on file for the duration of their employment.

Please see the privacy policy (<https://mainsofdrum.co.uk/privacy-policy>) on our website for up to date information regarding how we handle your data.

Signed: _____ Date: _____