

UTOPIAN LEISURE GROUP LIMITED

APPLICATION FOR EMPLOYMENT

**PRIVATE AND CONFIDENTIAL
CAPITALS**

Please complete in BLOCK

Job Reference Number:

Position applied for

How did you hear of this vacancy? (include date)
.....

A. PERSONAL PARTICULARS

Full Name: Mr/Ms/Mrs/Miss			
Address:		Telephone Number: (Including STD Code) Home: Business:	
Date of Birth:	Age:	Email: N.I. Number:	

B. EDUCATION AND QUALIFICATIONS Please give details of examinations attempted and results (including any examinations failed).

Name(s) and Address(es) of School(s)/College(s)	Dates		Subject/Courses Studied & Level	Examination Result/ Grade (include any examinations failed)
	From	To		

C. EMPLOYMENT HISTORY Please detail your previous employment beginning with your present or last employer and work backwards.

Name(s) and Address(es) of Employer	Dates		Position Held/ Main Duties	Starting/ Leaving Salary	Reason for Leaving
	From	To			

D. SUPPLEMENTARY INFORMATION

Are you in good health?	Yes/No	If No, give details:
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Have you ever been convicted of a criminal offence? (which is not a spent conviction under the Rehabilitation of Offenders Legislation) Yes/No

If Yes, please give information:

Do you have a current full driving licence? Yes/No
(Please list any current endorsements)

Are you willing to work overtime and weekends when required? Yes/No

Can we approach your present/most recent employer for a reference. Yes/No

DECLARATION OF APPLICANT

I confirm that the above information is correct.

I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable for dismissal.

Signed Date

FOR OFFICE USE ONLY

INTERVIEW RECORD

Interviewed by: _____ Date: _____

Interviewer's report and reasons for decision as indicated below:

Decision: Reject Further Interview Accept

(tick as applicable)

Rejection letter

cont:

**PLEASE RETURN TO: BOX
2 QUEENS QUAY, ODYSSEY, BELFAST BT3 9QQ**