

# APPLICATION FORM



Position applied for:

Full Time

Part Time

## Personal Details

Surname

Address

Previous Surname (if applicable)

Title Mr/Mrs/Miss/Ms

Forename(s)

Postcode

Telephone Numbers Home

Date of Birth

Work

Mobile

e-mail Address

## Education

To	Dates		Name of School	Qualifications	Subject	Grade obtained
	From					

## Further Education

To	Dates		Name of College/University	Qualifications	Subject	Grade obtained
	From					

## Training

Please list below relevant job related training you have undertaken, and any professional qualifications achieved

Date	Course title	Date	Course title

## Membership of professional bodies

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## Present/last employment

Job Title

Employer's name and address

Salary and benefits

Date commenced

Why you want to leave/  
reason for leaving

Telephone number

Date of resignation (if applicable)

Please describe the duties and responsibilities of your present/most recent job, including to whom you report(ed) and staff for whom you are/were responsible.

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## Previous employment (most recent first)

Employer's name, address and telephone number	Position held	Dates		Reason for leaving
		From	To	

## References

Please list names, addresses and telephone numbers of two references covering the last five years.

**Note:** No approach will be made to reference contacts without your permission at interview

## Reasons for application

Please outline the reasons why you wish to be considered for the post and why you feel you are suitable.

## Interests, leisure activities and positions of responsibility

## Additional miscellaneous information

How much notice do you need to terminate your present employment?

Please state minimum  
salary expectations

Are there any dates when you  
are not available for interview?

How many days absence due to sickness have you had in the last two years?

How many occasions?  How many of them were not related to a disability?

Have you any holidays booked? Yes  No  If yes give dates \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Have you had any contract of employment terminated for a reason other than redundancy or expiry of temporary contract? Yes  No  If YES please give details

Have you had any convictions or are there any pending? Yes  No  If YES please give details  
(other than a spent conviction under The Rehabilitation of Offenders Act 1974)

Have you applied to GNS in the last 12 months Yes  No  If YES please give details

I confirm that the details provided on this application form are correct to the best of my knowledge and agree that G N Systems may process this and any other personal information about me for employment purposes.

Signed \_\_\_\_\_ Date \_\_\_\_\_

When completed this form should be returned to:

David Gordon, G.N. Systems Ltd, Undershore Business Park, Brookside Road, Bolton BL2 2SE