



ELITE TRAINING ACADEMY
ELITE HOUSE, 558-564 MANCHESTER ROAD,
BRADFORD, BD5 7LR
 Tel: 08443 440 999

EMPLOYMENT APPLICATION FORM

- Notes: 1. **PLEASE ANSWER ALL QUESTIONS.** Write No or Nil if a question does not apply to you.
 2. Please write in black or blue ink.
 3. All personal information is covered by the Data Protection Act 1984
 4. Be sure to read and sign the certificate and declaration at the end of the document

INCOMPLETE FORMS WILL NOT BE PROCESSED

Form 013

Type of employment applied for	Full Time	Position applied for
	Part Time	

Mr/Mrs/Miss/Ms:----- Forenames (in full):----- Surname:----- Former names (if any):-----	Current Address:----- ----- ----- How long Have you been at your present address? If less than 3 years see below.
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Religion:----- Date of Birth:----- Place of Birth:----- Country of Birth:-----	Previous Addresses and Dates:----- ----- ----- ----- ----- A full 3 years must be covered including your current address.
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Home Telephone Number:	Mobile Number:
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Nationality:	N.I. No: (must be completed)
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In accordance with the commission for Racial Equality's Codes of Practice, please describe your ethnic origins (circle as appropriate)

African Asian Caribbean and West Indian Caucasian Other (please state):

Married Single Divorced Separated Widow(er) (circle present state)

Number of children (if any):-----	Present ages:-----
Person to be contacted in case of an emergency:	
Name:-----	Work telephone:-----
Address:-----	Home telephone:-----
Relationship:-----	

Have you any relatives working for this Company?-----	Have you previously applied for or worked for this Company?-----
Do you have your own transport?-----	Do you possess a full current UK driving licence?-----



Medical

Are you registered disabled?----- (if yes give Green Card No.):-----

Do you suffer from any medical condition, which may affect this employment?----- (if yes, please describe)

Give details of any incapacity or declared illness which resulted in 14 or more consecutive days off work in the last 3 years.

Education and qualifications

Name & address of school/college	Dates attended (from/to)	Qualifications/exams passed

Documentation

Do you require permission to work in the UK? ----- (if yes give details)

Passport No:	Expiry Date:	Borders & Immigration Letter Reference
Residency Permit :	Expiry Date:	Giving full working rights: Expiry Date:

The above documents will be needed at your interview, to be verified and photocopies held in file.

Please give details of 2 people **other than family and not connected with your school, college or work place**, whom we may approach for character references.

Name:-----	Name:-----
Address:-----	Address:-----
-----	-----
Tel No:-----	Tel No:-----
Occupation:-----	Occupation:-----
Time known:-----	Time known:-----

Bank details:

Bank Name:-----	
Bank Address:-----	

Name of person holding account:-----	Sort Code:-----
Account Number:-----	Roll No (if applicable):-----

Uniform sizes:	Waist:	Inside leg:	Shirt collar:	Chest:
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Please list any other qualifications to support your application (e.g. first aid/fire fighting/SIA licence number & expiry date):

Have you ever been fined, imprisoned, placed on probation, discharged on any payment of costs or had any order made against you by a criminal, civil or military court or public authority?

(Excluding minor motoring offences)

State YES or NO -----

Have you any alleged offences outstanding against you?

State YES or NO -----

Convictions spent in accordance with the Rehabilitation of Offenders Act 1974 need not be revealed to the company.

I understand that if offered employment, I will be placed on a probationary period of 16 weeks and that during this probationary period the employment can be terminated by either side by no less than one weeks notice.

I authorise Elite Training Academy Ltd to obtain all details relating to employment and unemployment as they feel fit to do so.

I understand that any appointment made will be subject to satisfactory references being received and vetted.

I understand and agree that if so required, I will make a statutory Declaration in accordance with the provisions of the Statutory Declarations Acts 1835, in confirmation of employment or unemployment.

I understand that if employed, I will be required to work such shift patterns as stipulated for assignments. Days / Nights /Weekends and Bank Holidays and agree to work over the EEC guideline of 48hrs per week.

I -----the under signed certify that, to the best of my knowledge, the information given is true and complete. I have never been convicted of any civil or criminal offence or dismissed from employment for misconduct. I understand that any false statement or omission may render me liable to dismissal without notice. Please bring with you, if attending an interview Two Proofs of I.D. If you are a foreign national we will need a copy of your passport and work permit.

Signature:

Date: