Employment Continued...

If you are currently employed, what period of notice are you required to give?

If this application is successful, when would you be available to start?

Please list any advanced holiday arrangements:

General information

Please detail here your reasons for this application, your main achievements to date and the strengths you would bring to the Company. Specifically, please detail how your knowledge, skills and experiences meet the requirements of the role your are applying for.

Please note here your leisure interests, sports and hobbies, other pastimes etc.

Declaration (Please read this carefully before signing this application)

I confirm that the information given is to the best of my knowledge true and complete and that I have not withheld any information relevant to this application. I understand that should this not be the case or that if references are not satisfactory employment, if already commenced, may be terminated.

I agree that the information contained in this application may be used by Hatchers for recruitment and selection purposes. This information will not be passed on to any other company or persons and that if the application is unsuccessful, it will only be held for a maximum of six months.

Signed ..... Date.....

General Data Protection Regulations

I confirm that I have received a copy of and that I understand Hatchers Privacy Notice for Job Applicants.

Please tick ☐

Private & Confidential

Position applied for

Forename Surname

Application For Employment

Thank you for expressing an interest in working for Hatchers

If you require any further information on this or any other vacancy please do not hesitate to contact us on 01823 272277

Once completed, please send this form together with your CV to:-
The Personnel Manager
Hatcher & Sons Ltd
11 High Street, Taunton , Somerset TA1 3PQ

HATCHERS
Taunton's Own Department Store

If you are short listed for an interview you will be contacted within 3 weeks of receipt of this form. If you do not hear from us, please accept that regrettably, you have not been successful on this occasion

Your details will be held on file for a period of six months during which time you will be considered for any suitable vacancy. If you have not been successful during this time, you will need to re-apply for future vacancies.

Personal Details

Name — Mr / Mrs / Miss / Other

Address

Postcode — National Insurance No.

Telephone:
Daytime — Evening — Mobile

Please state what hours / days you would be available to work — Please tick

	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Morning							
Afternoon							

Full Time	
Part Time	
Number of part time hours sought	

Do you hold a valid driving licence? YES / NO

Has it been endorsed? YES / NO

What is your Nationality?

Do you require a work permit? YES / NO

Have you previously been employed by Hatchers? YES / NO

Do you have relatives who are employed by Hatchers? YES / NO

Please give the names and addresses of two people from whom we may obtain a character reference.
These should not be family members or friends.

Criminal Convictions

Please note any criminal convictions except those 'spent' under the Rehabilitation of Offenders Act 1974.
Please state if none.

Education

Name and address of any School College or University attended	From	To	Courses taken and examination passes	Grade

Employment History

Please start with your current / last employer

Employers name and address	From	To	Position held and your main duties	Salary	Reason for leaving

We will only approach previous employers for references once an offer of employment has been made and accepted.