



**Application Form**  
**For the attention of Alison Pearson**  
 Normanhurst Enterprises  
 9 Burscough Street,  
 Ormskirk,  
 L39 2EG  
 Telephone: 01695 571800

**Position applying for**

**Where did you see the advert? (please tick)**

Local Press \_\_\_\_\_  
 Website \_\_\_\_\_  
 Advert in shop window, please state where \_\_\_\_\_  
 Other – please state \_\_\_\_\_

**Personal Details**

Name		Surname	
Address			
Postcode			
Telephone home		Telephone mobile	
NI number			

**Education**

School/College	Dates from and to	Qualification/Level	Subject & Result

Please detail any other qualifications or relevant achievements

Convictions – please list any convictions you have which are not ‘spent’ under the rehabilitation of offenders act 1974. (Failure to reveal an unspent conviction would give grounds for dismissal. Please note that spent convictions do not have to be declared )

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Previous Employment** – *Please explain all breaks in your career if you were employed state whether you were actively seeking employment or unable to work*

<b>Job Title &amp; Duties</b>	<b>From</b>	<b>To</b>	<b>Reason for leaving</b>
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Please provide details of your relevant experience, current duties or achievements in support of this application and any further information you would like to give in support of your application.

Please use an additional sheet if necessary.

By law we can only offer you a job if you have the right to live and work in the UK. All applicants will, therefore, be requested to produce appropriate documentation should they be invited to attend an interview (passport, birth certificate).

Are you legally entitled to live and work in the UK and able to produce documentation to confirm this?

Yes/No

Please advise us if there are adjustments or help you may require to enable you to attend an interview with us or otherwise participate in the recruitment process.

#### Declaration

*To the best of my knowledge the information in this application is correct and I understand that the company reserves the right to withdraw any offer of employment, or dismiss me without notice if the information given is found to be inaccurate or misleading.*

*I hereby give permission to contact the employers listed above concerning my work experience.*

*I give my consent to the company collecting, processing and storing electronically on a computer and / or in a paper file my personal data for the purposes of the recruitment and employment administration purposes, in accordance with the Data Protection Act 1998. This information will not be held for longer than reasonably necessary.*

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