



APPLICATION FOR EMPLOYMENT

Thank you for your interest in **Chalkwell Coach Hire Limited**. In order for us to find out more about you, please give us as much information as you can.

Please return completed form to the coach depot, **Unit 2a Church Road, Sittingbourne, Kent, ME10 3RS** or email to **coachhire@chalkwell.co.uk**

Your Details

Title Forename Surname

Preferred Name

Position applied for

What hours are you willing to work? Full Time Term Time

How did you hear about this vacancy? Chalkwell Website Social Media Recruitment Agency
 Job Centre Current/Previous Employee Other

Home address

Postcode NI no

Home telephone no Mobile telephone no

Email address

Please give a brief description of your main hobbies and interests

Have you had any criminal/driving Yes No
convictions in the last 5 years? (If yes, please give details)

Have you ever been convicted of a crime Yes No
that resulted in a prison sentence? (If yes, please give details)

Are you bankrupt or have you ever been Yes No
declared bankrupt? (If yes, please give details)

Are you legally eligible to live and work Yes No

in the UK in accordance with the Asylum and Immigration Act 1996? Please confirm from the list below the documents you can provide to show that you are eligible to work in the UK

Passport P60 Full UK Birth Certificate Other

If you are not a UK or an EU National then please give your work permit number

Your Driving Experience

Do you have a current Car Licence? Yes No

Years licence held

Licence expiry date

Do you have a current PCV Licence? Yes No

Years licence held

Licence expiry date

Driver licence no

Groups held

Do you have any endorsements on your licence? (If yes, what are the codes?) Yes No

Are you interested in training for a PCV licence? Yes No

Do you have a digital tachograph card? Yes No

Do you have a drivers CPC? (If yes, please give details of modules completed and dates) Yes No

If you are applying for a position as a PCV driver, please indicate which type of work you have previous experience of

Private Hour Tours Bus Service Work Schools

Please give details of any accidents you have been involved in during the last 5 years

Your Employment History

Are you currently employed? Yes No

Have you recently been dismissed? Yes No

Please give details of your previous employment (most recent first)

Name and address of employer

Contact details (name/phone no)

Job title and main duties

Reason for leaving

Dates employed To

From

Name and address of employer		
Contact details (name/phone no)		
Job title and main duties		
Reason for leaving		
Dates employed	To <input type="text"/>	From <input type="text"/>
Name and address of employer		
Contact details (name/phone no)		
Job title and main duties		
Reason for leaving		
Dates employed	To <input type="text"/>	From <input type="text"/>
Please give details of 2 workplace references		
Company name	1	<input type="text"/>
Address	<input type="text"/>	
Telephone no	<input type="text"/>	
Email address	<input type="text"/>	
Can we contact reference before employment commences?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Company name	2	<input type="text"/>
Address	<input type="text"/>	
Telephone no	<input type="text"/>	
Email address	<input type="text"/>	
Can we contact reference before employment commences?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Your Education History

Please list schools, colleges and universities you attended from age 14

Name and address of establishment	Dates attended	Qualifications gained

Prebooked Holiday

Do you have any prebooked holiday within the next 12 months? (If yes, please give details)

Yes No

Declaration

I declare that the information I have given is correct and any misrepresentation by me may be sufficient grounds for my dismissal if I am employed

Signed

Date

The information given in this form will only be used in relation to your application for employment. By signing this declaration you are giving us your express consent to retain and process this information under the Data Protection Act 1998

For Office Use Only

The applicant is acceptable/not acceptable (please delete as necessary)

Reason for rejection

Signed

Date