

Employment Application
Level 3 Screening

Position applied for <input style="width: 95%; height: 20px;" type="text"/>	Where advertised <input style="width: 95%; height: 20px;" type="text"/>
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DECLARATION

I understand that any false statements or answers made by me on this application form / CV or any supplement thereto or in connection with my application for employment will be sufficient grounds for immediate discharge should I be employed.

Applicant Details (Complete all fields marked* and in CAPITALS)

Title	First name	Initials	Surname
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Date of birth *	NI Number (or overseas equivalent)		Sex
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input type="checkbox"/> Male <input type="checkbox"/> Female
Marital Status: If married, date and place of marriage	Location	Maiden Name	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	
About your Partner			
Partners full name	Partners date of birth		Maiden name (if different)
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
Have you ever changed your name other than by marriage? If so, state when and previous name(s)			
<input style="width: 100%;" type="text"/>			
Nationality	Nationality at any time (if different)		
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		
Current address			
<input style="width: 100%;" type="text"/>			
<input style="width: 100%;" type="text"/>			
Current address (cont)	Postcode	Time at address	Home telephone number
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 50%;" type="text"/> years <input style="width: 50%;" type="text"/> months	<input style="width: 100%;" type="text"/>
Please mark with an X the one which best describes your current status			
Owner	Tenant	Parents	Student
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			University / Other
			<input style="width: 100%;" type="text"/>
Work contact number	Mobile telephone number		E-mail address
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>

Proof of Identification – 2 forms required (Valid Passport, Driver’s Licence, Utility Bill etc.)

ID Type (e.g. passport) <input style="width: 95%;" type="text"/>	Reference / Account number <input style="width: 95%;" type="text"/>	Issuer (Utility only e.g. BT) <input style="width: 95%;" type="text"/>
ID Type (e.g. passport) <input style="width: 95%;" type="text"/>	Reference / Account number <input style="width: 95%;" type="text"/>	Issuer (Utility only e.g. BT) <input style="width: 95%;" type="text"/>

Criminal convictions

Have you ever been cautioned or convicted of a criminal offence? YES NO

If yes, please give full details include dates

Date of caution/conviction	Offence
/ /	
/ /	
/ /	

Bankruptcy

Have you ever been declared Bankrupt? YES NO

If yes, please give full details include dates

Date of declaration	Discharged
/ /	
/ /	
/ /	

Directorships

Have you ever been struck off as a company director? YES NO

If yes, please give full details include dates

Date	Reason
/ /	
/ /	

Are you prohibited from holding a company directorship? YES NO

Ability to Drive

Do you currently hold a clean driving license YES NO

Driving Licence No. Goups

Date of endorsement	Offence	Points
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Have you ever been disqualified from driving YES NO If yes, give details

Previous Address (If at current less than 5 years)

Previous address

Previous address (cont)	Postcode	Time at address
<input type="text"/>	<input type="text"/>	<input type="text"/> years <input type="text"/> months

Previous Address (If at current & previous less than 5 years)

Previous address

Previous address (cont)	Postcode	Time at address
<input type="text"/>	<input type="text"/>	<input type="text"/> years <input type="text"/> months

If living in rented accommodation, current landlord or agent

Landlord/Agent name	Contact number	Fax number or E-mail address
<input type="text"/>	<input type="text"/>	<input type="text"/>
Address of landlord/agent		
<input type="text"/>		
<input type="text"/>		
Address (cont)	Postcode	Time with Landlord
<input type="text"/>	<input type="text"/>	<input type="text"/> years <input type="text"/> months

Previous landlord (2nd) or agent if less than 5 years

Landlord/Agent name*	Contact number*	Fax number or E-mail address*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Address of landlord/agent		
<input type="text"/>		
<input type="text"/>		
Address (cont)	Postcode	Time with Landlord
<input type="text"/>	<input type="text"/>	<input type="text" value="years"/> <input type="text" value="months"/>

Previous landlord (3rd) or agent if less than 5 years

Landlord/Agent name*	Contact number*	Fax number or E-mail address*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Address of landlord/agent		
<input type="text"/>		
<input type="text"/>		
Address (cont)	Postcode	Time with Landlord
<input type="text"/>	<input type="text"/>	<input type="text" value="years"/> <input type="text" value="months"/>

Current Employment details		
Employers Name <input style="width: 95%;" type="text"/>	Employment dates From <input style="width: 40%;" type="text"/> To <input style="width: 40%;" type="text"/>	
Position held <input style="width: 95%;" type="text"/>	Contact name <input style="width: 95%;" type="text"/>	Contact position <input style="width: 95%;" type="text"/>
Address <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/>		
Contact telephone number <input style="width: 95%;" type="text"/>	Contact fax number <input style="width: 95%;" type="text"/>	Contact E-mail address <input style="width: 95%;" type="text"/>
Current Salary <input style="width: 95%;" type="text"/>	Overtime <input style="width: 95%;" type="text"/>	Bonus/Commissions <input style="width: 95%;" type="text"/>
Reason for leaving <input style="width: 95%;" type="text"/>		

Employment details - Please list all previous employers. Use a separate sheet if required		
Employers Name <input style="width: 95%;" type="text"/>	Employment dates From <input style="width: 40%;" type="text"/> To <input style="width: 40%;" type="text"/>	
Position held <input style="width: 95%;" type="text"/>	Contact name <input style="width: 95%;" type="text"/>	Contact position <input style="width: 95%;" type="text"/>
Address <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/>		
Contact telephone number <input style="width: 95%;" type="text"/>	Contact fax number <input style="width: 95%;" type="text"/>	Contact E-mail address <input style="width: 95%;" type="text"/>
Salary <input style="width: 95%;" type="text"/>	Overtime <input style="width: 95%;" type="text"/>	Bonus/Commissions <input style="width: 95%;" type="text"/>
Reason for leaving <input style="width: 95%;" type="text"/>		

Employment details continued		
Employers Name <input style="width: 95%;" type="text"/>	Employment dates From <input style="width: 40%;" type="text"/> To <input style="width: 40%;" type="text"/>	
Position held <input style="width: 95%;" type="text"/>	Contact name <input style="width: 95%;" type="text"/>	Contact position <input style="width: 95%;" type="text"/>
Address <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/>		
Contact telephone number <input style="width: 95%;" type="text"/>	Contact fax number <input style="width: 95%;" type="text"/>	Contact E-mail address <input style="width: 95%;" type="text"/>
Current Salary <input style="width: 95%;" type="text"/>	Overtime <input style="width: 95%;" type="text"/>	Bonus/Commissions <input style="width: 95%;" type="text"/>
Reason for leaving <input style="width: 95%;" type="text"/>		

Employment details continued		
Employers Name <input style="width: 95%;" type="text"/>	Employment dates From <input style="width: 40%;" type="text"/> To <input style="width: 40%;" type="text"/>	
Position held <input style="width: 95%;" type="text"/>	Contact name <input style="width: 95%;" type="text"/>	Contact position <input style="width: 95%;" type="text"/>
Address <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/>		
Contact telephone number <input style="width: 95%;" type="text"/>	Contact fax number <input style="width: 95%;" type="text"/>	Contact E-mail address <input style="width: 95%;" type="text"/>
Current Salary <input style="width: 95%;" type="text"/>	Overtime <input style="width: 95%;" type="text"/>	Bonus/Commissions <input style="width: 95%;" type="text"/>
Reason for leaving <input style="width: 95%;" type="text"/>		

Additional Employers within last 10 years

Employers Name

Employment dates

From	To
------	----

Employers Name

Employment dates

From	To
------	----

(Please supply full contact details)

Your Banks Details		
Bank <input style="width: 100%; height: 20px;" type="text"/>		
Account Name <input style="width: 100%; height: 20px;" type="text"/>	Account number <input style="width: 100%; height: 20px;" type="text"/>	Sort code <input style="width: 100%; height: 20px;" type="text"/>
Address of landlord/agent <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>		
Current address (cont) <input style="width: 100%; height: 20px;" type="text"/>	Postcode <input style="width: 100%; height: 20px;" type="text"/>	Telephone number <input style="width: 100%; height: 20px;" type="text"/>

Personal character Referee 1		
Referee name <input style="width: 100%; height: 20px;" type="text"/>		
Address <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>		
Address (cont) <input style="width: 100%; height: 20px;" type="text"/>	Postcode <input style="width: 100%; height: 20px;" type="text"/>	Known Since <input style="width: 50%; height: 20px;" type="text"/> years <input style="width: 50%; height: 20px;" type="text"/> months
Profession <input style="width: 100%; height: 20px;" type="text"/>		
Contact number <input style="width: 100%; height: 20px;" type="text"/>	Fax number or E-mail address <input style="width: 100%; height: 20px;" type="text"/>	

Personal character Referee 2		
2nd Referee name <input style="width: 100%; height: 20px;" type="text"/>		
Address <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>		
Address (cont) <input style="width: 100%; height: 20px;" type="text"/>	Postcode <input style="width: 100%; height: 20px;" type="text"/>	Known Since <input style="width: 50%; height: 20px;" type="text"/> years <input style="width: 50%; height: 20px;" type="text"/> months
Profession <input style="width: 100%; height: 20px;" type="text"/>		
Contact number <input style="width: 100%; height: 20px;" type="text"/>	Fax number or E-mail address <input style="width: 100%; height: 20px;" type="text"/>	

Education

Secondary Education

Secondary school

Attendance dates

From	To

Address

Contact telephone number

Contact fax number

Contact E-mail address

Subject

1	
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2	
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3	
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4	
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5	
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10	
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11	
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12	
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Award & Grade

Were you a member of any sports teams, clubs or society at school?

YES

NO

If yes, give details

Do you speak any foreign languages?

YES

NO

Further Education

College/University attended (include full address)

College / University

Attendance dates

From	To
------	----

Address

Contact telephone number

Contact fax number

Contact E-mail address

Subject

Award & Grade

Post Graduate courses - University

Attendance dates

From	To
------	----

Address

Contact telephone number

Contact fax number

Contact E-mail address

Subject

Award & Grade

Additional Education

Did you undertake any part-time courses or study for any technical or professional qualifications after leaving full-time education? YES NO

1. College / University / Organisation **Attendance dates**

From To

Address

Contact telephone number **Contact fax number** **Contact E-mail address**

Course **Award & Grade**

2. College / University / Organisation **Attendance dates**

From To

Address

Contact telephone number **Contact fax number** **Contact E-mail address**

Course **Award & Grade**

3. College / University / Organisation **Attendance dates**

From To

Address

Contact telephone number **Contact fax number** **Contact E-mail address**

Course **Award & Grade**

Declaration

I declare that the information provided on this application form to be true and accurate. I understand that successful screening is conditional to any tenancy agreement and therefore consent to Eurocom C.I. Ltd or their appointed agents, performing such checks as deemed necessary for that purpose. For the avoidance of doubt, I hereby give Eurocom C.I. Ltd or their appointed agents the right to contact and obtain information from all references, bankers, employers and previous landlords and to otherwise verify the accuracy of the information stated.

I consent to any referees I have nominated being visited and interviewed by Eurocom C.I. Ltd or their appointed representatives.

I understand that any false statements or answers made by me on this application form or any supplement thereto or in connection with the above screening service will be sufficient grounds for immediate termination of any contract entered into on the basis thereof;

Signed

Date

Print Name

Instructions

Please complete the entire form before submitting. Once complete please mail to;

Eurocom C.I. Ltd.
Kent House,
Upper Mulgrave Rd
Cheam,
Surrey SM2 7AY

You will also need to include our fee which is £160.00 inc VAT. Cheques should be made payable to **Eurocom CI Ltd**. Your report, together with a VAT receipt will be sent within 10 working days. A copy will automatically be sent to the named agent.

Should you have any queries regarding the processing of this enquiry please contact your agent in the first instance.

Data Protection Policy

Eurocom C.I. Ltd and its parent company, Carratu International Plc are registered under the Data Protection Act 1998 under Registration Number Z552089X. The company has produced a Data Protection Policy. To request a copy or to address any enquiries regarding this policy, this must be directed in writing for the attention of our Data Protection Officer.

Under the Data Protection Act 1998, you have the right to request details of your Personal Data held or processed by us. Please send such requests in writing, together with adequate material to confirm your identity, to the address on our web sites contacts page, marked for the attention of the Data Protection Officer.

If you believe that any information held by us is incorrect, inaccurate or incomplete, then you must write without delay to our Data Protection Officer, highlighting the corrective action to be taken. If any information is found to be incorrect, it shall be corrected promptly.