

Employment

Application Form

Private & Confidential



Name:

Position applied for:

Where did you find out about this vacancy:



● construction ● refurbishment ● maintenance

Personal Details

Surname:

Forename:

Address:

.....

.....

Postcode:

Tel:

Mobile:

Personal email:

Clark Contracts was founded upon a simple question...

“Why should customers of a building company expect less of a service than when they are buying from companies such as Marks & Spencer, British Airways or Gleneagles Hotel etc?”

Our campaign is an initiative to continually prove the way all our employees deal with customers.

We actively encourage our employees to participate in this campaign, so that we can ensure that the culture we have built is maintained and developed.

Health

Clark Contracts is an equal opportunities employer. We require the following information in order that we can monitor diversity within the organisation and to assess whether or not adjustments would be required to assist any interview or assessment which we may need to carry out prior to deciding whether to make an offer of employment.

Please give details, with dates, of any serious illness, operations, accidents and disabilities. Please also provide any details of any medical conditions from which you suffer.

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Please provide details of any medication which you are currently taking.

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Please provide details of any adjustments which the Company would require to make should you be selected for interview and/or further assessment.

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Given the nature of the role, please provide any details of medical conditions which may prevent you from carrying out some of your duties should your application be successful.

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Given the nature of the role, please provide details of any reasonable adjustments you may require should your application be successful.

.....



Employment History

Details of employment history, commencing at present or last employer. Cover at least the previous 5 years. Continue on a separate sheet if necessary.

Employer	Job Title	Main Duties	Start Date	Leaving Date	Reason For Leaving

Apprenticeship Details (if applicable)

Did you serve a recognised apprenticeship?

Trade served:..... Company:.....

Company address:.....

..... Reference:.....

Tel no:.....

Year served, Year started:..... Year completed:.....

Education & Training

School/ College/ University/ Other	Date From	Date to	Award / Qualification



Criminal Record

Have you ever been convicted of a criminal offence, or have you been charged awaiting trial?

YES

NO

If yes, give details (unless the conviction is spent under, The Rehabilitation of Offenders Act 1974):

.....

Driving License

Do you hold a current driving licence?

YES

NO

Does your license carry any current endorsements

YES

NO

If yes give details:

.....

Additional Information

Please use this section to provide additional information to support you application. Also, give details of any management/supervisory experience you may have plus your interests/hobbies etc.

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Safety Training (if applicable)

Again, in support of your application, please give details of specific health & safety training you have experienced during your career:

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GDPR Compliance

Clark Contracts would like to store your personal data for the purposes of recruitment. In order to do so we require your consent.

If you are happy for us to store your personal data for the purposes of recruitment then please tick the box below.

"I consent to Clark Contracts retaining my personal data for the purposes of recruitment"

You can read our full [Privacy Policy](#) on our website; www.clarkcontracts.com

Declaration

I have read and understood all the questions asked and have answered them accurately, to the best of my knowledge. Should I be successful in joining the company I undertake to notify the company of any changes which may occur in the information provided and understand that failure to do so may lead to dismissal.

Applicant signature:..... Date:

