

Applicant's Name _____



THB Group plc

Application for Employment

Strictly Private and Confidential

HEAD OFFICE:

Murray House, Murray Road, Orpington, Kent BR5 3QY

Telephone: 01689 827044 Fax: 01689 830413

Website: www.thbgroup.com

1. PERSONAL DETAILS (Please complete section 1 in block capitals)

First Name(s), _____ Surname: _____

Present Address: _____

_____ Postcode: _____

Temporary Address: (if applicable) _____

_____ Postcode: _____

Telephone: Home: _____ Business: _____

Age: _____ Date of Birth: _____ Nationality: _____

Personal Status: Single Partner Married Divorced Separated Widow/er Civil Partner

Next of Kin: Name: _____ Relationship: _____

Address Next of Kin: _____

Daytime Telephone No: _____ Evening Telephone No: _____

Do you hold a current driving licence: Yes/No

Have you ever been convicted of a criminal offence: Yes/No

Have you even been involved with an E&O issue: Yes/No

-If yes please provide details: _____

Please give brief details of any serious illnesses, operations or disabilities:

National Insurance Number: _____ Passport Number: _____

Please state number of days of sickness over past 12 months: _____

Please state the number of days of parental leave taken: _____

Children(s) Name(s) Date of Birth: 1) _____ 2) _____ 3) _____

If you are a registered disabled person, please give the following:

Registration No.: _____ Expiry Date: _____

In order to help the Company ensure that its equal opportunity policy is being carried out, would you please provide the following information:

I would describe my ethnic origin as: (please tick)

a AFRICAN

b ASIAN

c CARIBBEAN

d U.K., EUROPEAN OR IRISH

e OTHER EUROPEAN

f OTHER COUNTRIES

a i.e. Persons born in, or whose recent forebears were born in Africa

b i.e. Persons born in, or whose recent forebears were born in the Indian sub-continent

c i.e. Persons born in, or whose recent forebears were born in the Caribbean

d i.e. English, Scottish, Welsh, Irish

e i.e. Excluding the U.K. and Eire

f i.e. Persons born in, or originating from countries not included in the above categories

3. EMPLOYMENT HISTORY

Present/Last Employer: _____	
Address: _____	
_____	Postcode: _____ Tel No. _____ Ext. _____
Type of Business: _____	
Job Title: _____	Main Responsibilities: _____

Period of Employment From: _____	To: _____ Starting Salary: _____ Present/Leaving Salary: _____
Please give details of any other benefits (e.g.. Pension, Company Car, Holidays etc.)	

Reason(s) for Leaving: _____	Notice Required: _____

Employer: _____	Type of Business: _____
Address: _____	Postcode: _____
Job Title: _____	Main Responsibilities: _____

Period of Employment From: _____	To: _____ Leaving Salary: _____
Reason(s) for Leaving: _____	

4. REFERENCES

Do we have your permission to ask any of your employers for a reference? Yes/No	
If offered a position with this Company we will take up references from your previous employer and two additional personal references. Please therefore advise us of two further referees we may contact who must not be relatives.	
(References will only be taken up when you accept any offer made.)	
1. Name: _____	Address: _____
_____	_____
_____	_____
2. Name: _____	Address: _____
_____	_____
_____	_____



Thompson Heath & Bond

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