



# Employment Application

## Vacancy Details

Position:	Date of Application:
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## Personal Details

Surname:	First name:	Middle initial:
Address:		
	Postcode:	
Country:	Home Number:	
Email Address:	Mobile Number:	

## School Education

Name of School:	Dates of Attendance (From-To):
Examinations Taken and Results:	

## Further/Higher Education/Training

Name of School:	Dates of Attendance (From-To):
Qualifications Gained:	
Address:	
Postcode:	Country:

Name of School:	Dates of Attendance (From-To):
Qualifications Gained:	
Address:	
Postcode:	Country:

If you have any additional Higher Education and/or Training, please attach an additional sheet with the information.

## Membership of Professional Bodies

Name of Organisation:	Dates of Membership (mm/yyyy)-(mm/yyyy):
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Name of Organisation:	Dates of Membership (mm/yyyy)-(mm/yyyy):
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Name of Organisation:	Dates of Membership (mm/yyyy)-(mm/yyyy):
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## Employment History

Name and give details of your last three (3) employers beginning with your most recent.

Name of Employer:	Nature of Business:
Address:	
	Postcode:
Country:	Employment Dates (mm/yyyy)-(mm/yyyy):
Position:	Name of your immediate manager:
Starting Salary:	Ending Salary:
Your current Salary Request:	Reason(s) for leaving:

Give a brief description of your responsibilities and achievements:

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Name of Employer:	Nature of Business:
Address:	
	Postcode:
Country:	Employment Dates (mm/yyyy)-(mm/yyyy):
Position:	Name of your immediate manager:
Starting Salary:	Ending Salary:
Reason(s) for leaving:	
Give a brief description of your responsibilities and achievements:	

Name of Employer:	Nature of Business:
Address:	
	Postcode:
Country:	Employment Dates (mm/yyyy)-(mm/yyyy):
Position:	Name of your immediate manager:
Starting Salary:	Ending Salary:
Reason(s) for leaving:	
Give a brief description of your responsibilities and achievements:	

## **Additional Information**

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Please support your application by describing how you meet each of the criteria set out in the person specification section. This may include experience, knowledge, skills, abilities and languages.

What are you expecting from Abalt Solutions?

Where do you see yourself in one year?

Where do you see yourself in 5 years?

What are your career goals?

What is your salary expectation?

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## Health

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Please indicate the number of days absent from work due to personal illness during the previous two years.

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## References

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Please give two references of a professional manner. They may include past Supervisors, Managers, and Academic references; however family members and friends will not be accepted.

Surname:	First name:
Name of Business:	Business Telephone:
Address:	
	Postcode:
Country:	Email address:

Surname:	First name:
Name of Business:	Business Telephone:
Address:	
	Postcode:
Country:	Email address:

## Criminal Convictions

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Have you been convicted of a crime? Yes                      No	What was the offence?
Where did it occur?	When did it occur?
What was the penalty?	Any additional comments?

If you have more than one criminal conviction, please attach an additional sheet of paper with the information.

## Certificate of Applicant

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I HEREBY ATTEST that all statements made in this application are true and correct to the best of my understanding and agree that any deception, fraud, or my providing false or misleading statements on any part of the examination process may cause the forfeiture of all rights to any employment and/or immediate dismissal of employment.

Signature of Applicant:	Date:
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