



Job Application Form

Position applied for:

This application form can be printed out and completed by hand, or completed using Microsoft Word. Submissions cannot be accepted via e-mail – all applications must be printed out and signed by hand and posted to the following address:

F.A.O Susan Dixon

Ultralight Outdoor Gear Ltd
5b Evolution
Wynyard Business Park
Wynyard
TS22 5TB

Please do not contact us by telephone about applications – the correct procedure is to send a paper copy of this form through the mail. Before applying you may also want to consider how you would get to our offices if you were successful as public transport is not available.

Applicants Details:

<i>Title:</i>	<i>Surname:</i>	<i>First Name:</i>
<i>Home Address:</i>		<i>Postcode:</i>
<i>Contact numbers:</i>		
<i>Home:</i>	<i>Mobile:</i>	<i>e-mail:</i>
<i>Do you hold a current driving licence?</i>		<i>Yes/No</i>
<i>How much notice do you need to give your current employer?</i>		

Employment Record:

Starting with your most recent employment briefly describe the main duties and responsibilities of the post.

<i>1. Current/Most recent employer/organisation</i>		
<i>Name:</i>		
<i>Address:</i>		
		<i>Postcode:</i>
<i>Job Title:</i>	<i>From:</i>	<i>To:</i>
<i>Brief description of duties:</i>		
<i>Reason for leaving/changing:</i>		

<i>2. Employer/organisation</i>		
<i>Name:</i>		
<i>Address:</i>		
		<i>Postcode:</i>
<i>Job Title:</i>	<i>From:</i>	<i>To:</i>
<i>Brief description of duties:</i>		
<i>Reason for leaving/changing:</i>		

<i>3. Employer/organisation</i>		
<i>Name:</i>		
<i>Address:</i>		
		<i>Postcode:</i>
<i>Job Title:</i>	<i>From:</i>	<i>To:</i>
<i>Brief description of duties:</i>		

Training:

Please list any training you have received or courses which did not lead to a qualification but which you feel are relevant to the advertised post. Please start with the most recent.

<i>Training Course:</i>	<i>Date</i>

References:

Please give the name/address and contact details of two referees. One must be your present or last employer. References will only be taken up if for the successful candidate. Testimonials from friends or relatives are not acceptable.

Name:

Position:

Company:

Address:

Contact Telephone number :

Name:

Position:

Company:

Address:

Contact Telephone number :

Criminal Convictions:

Do you have any criminal convictions?

Yes / No?

If 'Yes', please give details on a separate sheet, this should exclude any spent convictions under Section 4(2) of the Rehabilitation of Offenders Act 1974

Experience / Skills:

This section is for you to give specific information in support of your application. After reading the Role Specification and Person Specification consider to what extent you have gained the skills and experience necessary for the post. Your experience need not have been gained in paid employment and may include special interests relevant to the post.

Declaration and signature:

The information contained in this application form is accurate to the best of my knowledge.

.....*sign*

.....*date*