

Application for Employment

Please **print out**, complete in black ink and post to: **Zoom Nurseries, ref: Recruitment, 289 Lewisham Way SE4 1XF**
Or, **save the PDF to your personal computer, open it in Acrobat Reader** and complete the form digitally. Save the completed form to your computer for reference and email a copy to: **headoffice@zoomnurseries.com**

The post for which you are applying

Title of post

Date

Personal Details

Title

First name

Family name

Postcode

Home address

Mobile

Home telephone

Email address

Current or most recent employment

Job title

Start date

Leaving date (or notice require)

Current salary

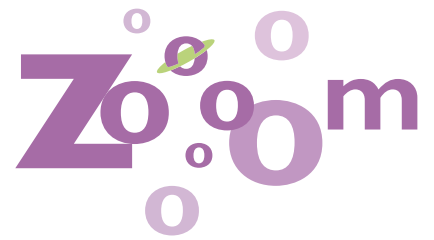
Employers name

Employers address

Employers postcode

Work telephone number

Duties and responsibilities



Employment History

Please start with your most recent role and then date your career back from there. Please attach additional pages as necessary, providing the same information as outlined below.

Most recent employment

Starting date

Leaving date

Employers name

Employers address

Position held

Salary on leaving

Duties and responsibilities

Reason for leaving

Most recent employment

Starting date

Leaving date

Employers name

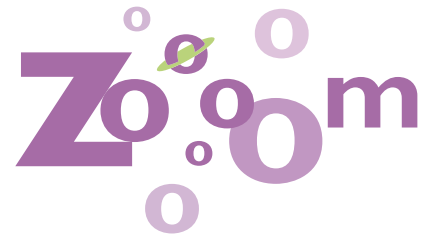
Employers address

Position held

Salary on leaving

Duties and responsibilities

Reason for leaving



Education

Please state qualifications gained for which you will need to provide evidence.

Schools, colleges, Universities or
Institute of Further Education attended
(including part-time)

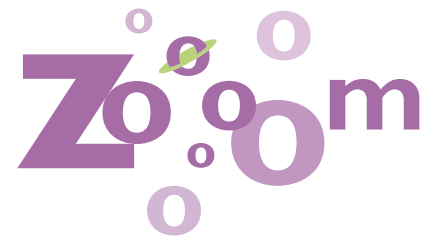
Qualifications gained including subjects,
grades or results expected

From date

To date

Schools, colleges, Universities or Institute of Further Education attended (including part-time)	Qualifications gained including subjects, grades or results expected	From date	To date

Any other relevant qualifications or records of achievement (e.g. courses attended), including membership and status of any relevant professional or technical association.



General experience and further information

Please use the section on the following page to tell us how you feel you meet the requirements of the role. Give us as much information as necessary to demonstrate the skills, experience and knowledge that you have gained. This could include voluntary work, leisure interests and any other activities that you consider relevant to this position.

If you are a disabled person but are unable to meet some of the job requirements, specifically because of your disability, then please highlight it in this section. If you meet all of the other criteria you will be shortlisted and we will explore jointly with you if there are any ways in which the job can be changed to enable you to meet the requirements. Please attach additional sheets if necessary.

General experience

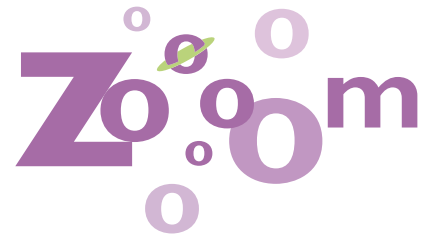
Please enter any further experience which may be relevant to this application.

Criminal convictions

Have you at any time been convicted of a criminal offence? Please tick the appropriate circle.

Yes No

If yes, then please be prepared to disclose the details if you get through to interview stage (e.g. if all other criteria meet job specification needs). Here at Zoom Nurseries we carry out a DBS on check all successful applicants. Failure to disclose any criminal offence will lead to instant applicant disqualification.



References

If you are selected for an interview we will wish to take up references. You should give the name of your Line Manager in your present and most recent employment as referees. If you are a School, College or University leaver, then your Head Teacher or Tutor should be asked to act as referees.

Please indicate whether we can contact your referees prior to interview.

Referee one

Name

Position held

Organisation

Address

Postcode

Telephone

Contact prior to interview

Yes No

Referee two

Name

Position held

Organisation

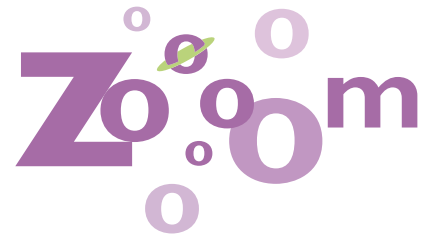
Address

Postcode

Telephone

Contact prior to interview

Yes No



Personnel monitoring information

Zoom Nurseries Limited is working towards Equal Opportunities. The information you provide will be treated in the strictest of confidence and will be used only for statistical monitoring. The following information WILL NOT be used as part of the interview selection process.

Please tick the appropriate circle

1 Gender

Male

Female

2 Disability

Do you consider yourself disabled?

Yes

No

If yes, please state the nature of your disability.

If registered disabled, please give number.

3 Where did you see the post advertised/how did you hear about the vacancy?

4 Ethnic origin

White

Bangladeshi

Black Caribbean

Chinese

Turkish

Black African

Turkish Cypriot

Indian

Vietnamese

Pakistani

Irish

Other

Please specify

Declaration

I certify that the information provided is correct and agree that they should form the basis of my engagement. I authorise Zoom Nurseries Limited to check the information that I have supplied. I understand that falsification of qualifications or information, may lead to dismissal without notice.

Signed

Date

Thank you so much for taking the time to apply for a job with Zoom! We aim to get back to you within two weeks of receiving your application with the next step.