

Dear Applicant

**Post Applied For: Painter & Decorator / General Builder**

We are a local Building and construction Company in Sussex, mainly working in Hastings, Bexhill & Sedlescombe. We are looking for a versatile Painter & Decorator with general building experience. You would need to be able to carry most aspects of building work, such as plastering, bricklaying, roofing, decorating etc.

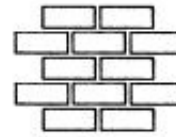
In return we will offer you an excellent salary which will be based around your knowledge and previous experience which will be discussed with you if you make it through to the interview stage.

Please make sure when you fill out the application that you do specify all of the construction skills you have and can carry out.

Here you will find the application form to fill in, please ensure it is returned to me by the 19<sup>th</sup> November 2007 at the latest.

Yours Faithfully

Ian Paton  
General Manager  
BARCO Brickwork & Roofing Co Ltd.



## Application For Employment

Please complete this Application Form in BLOCK CAPITALS and Return it to:

Barco Brickwork & Roofing Co. Ltd  
The Coach House, Ashbrook Park  
Upper Church Road  
St. Leonards On Sea  
East Sussex. TN37 7AT

**This application must be returned to us by the 19<sup>th</sup> November 2007**

More Information about our company and what we do, can be obtained online at [www.brickwork.org.uk](http://www.brickwork.org.uk)

Position Applied For:	Painter & Decorator / General Builder
Hours:	42.5 Hours per week

Date Available To Start Work:	
Expected Wage/Salary (Per week/month):	

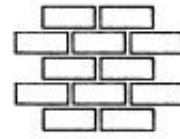
<b>PERSONAL DETAILS</b>	
Full Name (inc title):	
Address:	
Town:	
Post Code:	

Date of Birth:		Age:	
National Insurance No.			
CIS No. (If Applicable):			

Home Telephone No.	
Mobile Telephone No.	
Email Address:	

Do you own a car/van?	Yes / No
Do you have a current full driving licence?	No / Full / HGV

Do you have any current endorsements?	Yes / No
If yes please detail them here	



<b>EMPLOYMENT HISTORY</b>	
Present / Most Recent Employer: Name & Address	
Job Title:	
Salary / Wage:	
Date Appointed:	
Summary of Main duties and responsibilities:	

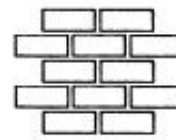
<b>PREVIOUS EMPLOYMENT (include all relevant work):</b>	
Employer	
Dates from / to	
Job Description & Wage	

Employer	
Dates from / to	
Job Description & Wage	

Employer	
Dates from / to	
Job Description & Wage	

Employer	
Dates from / to	
Job Description & Wage	

Please continue on a separate sheet if required.



**EDUCATION & RELEVANT TRAINING or QUALIFICATIONS**

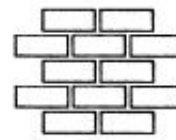
School / College / Employer	From	To	Qualification / Certificate etc.

**Have you ever been convicted of a criminal offence?  
(Declaration subject to the rehabilitation of offenders act)**

Yes / No

If yes please provide details of this below:

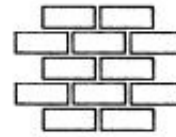
**Please use the space below to tell us about your building & construction skills and what you think makes you ideal for this job? (Please continue on a separate sheet if you need to)**



<b>YOUR HEALTH</b>	
Are you in good health	Yes / No
Are you currently undergoing any medical treatments?	Yes / No
If yes please give details:	
Do you have any disabilities that may affect your application?	Yes / No
If yes please describe the disability and Any reasonable adjustment you feel should be made to the recruitment process to assist you in your application of this job.  Also any reasonable adjustment that you feel should be made to the job itself, which would enable you to carry out the job.	
Do you require a work permit to work in the UK	Yes / No
Which of the following can you provide as proof of entitlement to work in great Britain?	NI Card / P45 / P46 / British or EEA Passport / Other (Specify)

<b>Please give details of next of kin or a person who can be contacted in an emergency</b>	
Name	
Relationship	
Address	
Contact Telephone No.	

<b>EQUAL OPPORTUNITIES POLICY</b>
Applicants are requested to tick the relevant boxes below to enable the company to monitor its equal opportunities policy. Monitoring is recommended by the codes of practise for the elimination of racial discrimination and for the elimination of discrimination on grounds of sex and marital status. This information is used for no other purpose and will be treated as confidential. Male <input type="checkbox"/> Female <input type="checkbox"/> Ethnic Group White <input type="checkbox"/> Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Black Caribbean <input type="checkbox"/> Black African <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Chinese <input type="checkbox"/> Black Other <input type="checkbox"/> _____ Other <input type="checkbox"/> _____



**REFERENCE 1 (Not Friends or Family), This Referee Should be your previous Employer**

Name

Address

Occupation

Contact Telephone No.

**REFERENCE 2 (Not Friends or Family):**

Name

Address

Occupation

Contact Telephone No.

**FURTHER INFORMATION**

Use this space to say anything else that you think we should know about you that would assist us in the selection process.

It is our company policy to employ the best person for the vacancy and provide equal opportunities for the advancement of employees including promotion and training and not to discriminate against any person because of race, colour, national origin, sex, marital status or disability.

I authorise the company to obtain references to support this application once an offer has been made and accepted and release the company and referees from any liability caused by giving and receiving information.

**DECLARATION**

I confirm that the information given on this application is to the best of my knowledge true and complete. Any false statement may be sufficient cause for rejection or if already an employee dismissal.

Signature \_\_\_\_\_ Date \_\_\_\_\_