**THOMAS ARMSTRONG GROUP APPLICATION FORM**

**Please complete this application form in ink and return via email to** [**careers@thomasarmstrong.co.uk**](mailto:careers@thomasarmstrong.co.uk) **along with your CV, covering letter stating the reference number and job title in the email subject line.**

**Alternatively, you can send along with your CV and covering letter via post to FAO: Human Resources Department, Thomas Armstrong Group, Workington Road, Flimby, Maryport, Cumbria, CA15 8RY**

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| **JOB APPLYING FOR** | |
| **Job Reference Number:** | Click or tap here to enter text. |
| **Post Applied For:** | Click or tap here to enter text. |
| **Location Of Post Applied For:** | Click or tap here to enter text. |

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| **PERSONAL INFORMATION** | |
| **Title** | Click or tap here to enter text. |
| **Forename:** | Click or tap here to enter text. |
| **Surname:** | Click or tap here to enter text. |
| **Current Address:** | Click or tap here to enter text. |
| **Contact Telephone Number:** | Click or tap here to enter text. |
| **Email Address:** | Click or tap here to enter text. |
| **National Insurance Number:** | Click or tap here to enter text. |

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| **EDUCATION AND QUALIFICATIONS** |
| **From GCSE or equivalent to Degree Level in chronological order - you may use additional sheet of paper if required. IT IS THE EMPLOYER’S POLICY TO VERIFY THE QUALIFICATIONS OF ALL SUCCESSFUL JOB APPLICANTS.** |

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| **Secondary Education**  **(Name And Address)** | Click or tap here to enter text. |
| **Qualifications / Grade:** | Click or tap here to enter text. |
| **Further/Higher Education:**  **(Name And Address)** | Click or tap here to enter text. |
| **Qualifications/Grade:** | Click or tap here to enter text. |

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| **Other relevant training, professional qualification or work related skills (for example languages, shorthand etc.):** |
| Click or tap here to enter text. |

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| **Are you undertaking any course of study at present? (if so, please give details)** |
| Click or tap here to enter text. |

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| **Do you have any membership of any professional bodies? (if so, please give details)** |
| Click or tap here to enter text. |

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| **EMPLOYMENT HISTORY:** | |
| **Please give details of your last three jobs, beginning with your present or most recent. Any relevant posts held before then may also be mentioned.** | |
| **Date From:** | Click or tap to enter a date. |
| **Date To:** | Click or tap to enter a date. |
| **Name and Address of Employer:** | Click or tap here to enter text. |
| **Job Title & Brief Summary of role:** | Click or tap here to enter text. |
| **Reason for Leaving:** | Click or tap here to enter text. |

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| **Date From:** | Click or tap to enter a date. |
| **Date To:** | Click or tap to enter a date. |
| **Name and Address of Employer:** | Click or tap here to enter text. |
| **Job Title & Brief Summary of role:** | Click or tap here to enter text. |
| **Reason for Leaving:** | Click or tap here to enter text. |

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| **Date From:** | Click or tap to enter a date. |
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| **Job Title & Brief Summary of role:** | Click or tap here to enter text. |
| **Reason for Leaving:** | Click or tap here to enter text. |

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| **What are your salary expectations?** | Click or tap here to enter text. |
| **What is your current remuneration, including benefits entitlements?** | Click or tap here to enter text. |

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| **OTHER DETAILS** | |
| **What is the notice required in your present post?** | Click or tap here to enter text. |
| **Are you available to work shift(s) and/or weekends, if necessary?** | Please Select… |
| **Are there any restrictions on your right to work in the UK?** | Please Select… |
| **If yes, please state restrictions and the expiry date of any permissions** | Click or tap here to enter text. |
| **Do you have a full driving licence?** | Please Select |
| **Do you have any current endorsements?** | Please Select… |
| **Do you have use of a car?** | Please Select |
| **Where did you see the advertisement for the post?** | Click or tap here to enter text. |
| **As a Company we operate a zero-tolerance approach towards drugs and alcohol misuse.**  **Are you willing to undergo a screening test during our recruitment process?** | Please Select |

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| **DISABILITIES** | | |
| **Do you require any special arrangements to be made for your Interview/assessment test on account of a disability?** | Please Select | |
| **If yes, please give brief details of the effects of your disability on your day-to-day activities, and any other information that you feel would help us to accommodate your needs during your interview/assessment test and thus meet our obligations under the Equality Act 2010:** | | |
| Click or tap here to enter text. | | |
| **SUPPORTING INFORMATION** | |
| **Please give any details you feel are relevant in support of your application, including why you are interested in this post. Use additional sheets if necessary.** | |
| Click or tap here to enter text. | |

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| **REFERENCES** |
| **Please give the details of two referees, stating how long you have known them. One should be your current or most recent employer.**  **Please note that we will only contact your referees if we make you an offer of employment.** |

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| **REFERENCE 1** | |
| **Name:** | Click or tap here to enter text. |
| **Address:** | Click or tap here to enter text. |
| **Telephone:** | Click or tap here to enter text. |
| **Email:** | Click or tap here to enter text. |
| **Occupation:** | Click or tap here to enter text. |
| **Time Known:** | Click or tap here to enter text. |

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| **REFERENCE 2** | |
| **Name:** | Click or tap here to enter text. |
| **Address:** | Click or tap here to enter text. |
| **Telephone:** | Click or tap here to enter text. |
| **Email:** | Click or tap here to enter text. |
| **Occupation:** | Click or tap here to enter text. |
| **Time Known:** | Click or tap here to enter text. |

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| **DATA PROTECTION** |
| Information from this application may be processed for purposes permitted under the General Data Protection Regulation. Individuals have, on written request, the right of access to personal data held about them.  Thomas Armstrong (Holdings) Limited treats personal data collected during the recruitment process in accordance with its data protection policy. Information about how your data is used and the basis for processing your data is provided in the job applicant privacy notice. |

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| **DECLARATION** | |
| I declare that the information given in this application is to the best of my knowledge complete and correct. *NOTE: Any false, incomplete or misleading statements may lead to dismissal.* | |
| **Signature:** |  |
| **Print Name:** | Click or tap here to enter text. |
| **Date:** | Click or tap to enter a date. |