

Branch Name & No.

Position applied For

Check List - Tick Box

Personal Details

Surname

Forenames

Address

Post Code

Title : Mr / Mrs / Miss / Ms / Other :

Tel. No. Home:

Tel. No. Mobile:

Email:

How far do you live from the branch ?

National Insurance No.

Date of Birth

How would you get to and from work ?

How did you hear about the job / vacancy ?

Do you hold a current EU/British passport ?

Expiry date :

Do you hold a current (clean) UK Driving Licence ?

If Yes - Number :

How long have you held it ?

Have you had any driving convictions ?

If Yes - Please give details :

Are you a member of any professional body or trade union ?

If Yes - Please give details :

Have you been convicted of a criminal offence ?

If Yes - Please give details :

Note : Spent convictions need not be declared under the Rehabilitation of Offenders Act 1974

Health & Safety in the Workplace

This information is required for assessment of risk to individuals

Do you suffer from any medical condition/ disability ?

If Yes - Please give details :

Please state any assistance / special requirements to attend the interview / perform the job.

Do you have to receive any regular medical treatment ?

If Yes - Please give details :

Does this medical condition affect or prevent you from undertaking particular work ? If Yes - Please give details :

Do you smoke ?

Yes / No

Do you know or have any connections with any current CAS staff ? Yes / No

If yes - who and which branch ?

Have you any connections with other motor trade companies ? Yes / No

If so Whom ?

Are you able to work additional hours if required?

Yes / No

(Please note: All Branch staff are required to assist in Stocktaking outside normal opening hours.)

Education : Please give brief details of attendances

School :

School :

Further Education :

Qualifications Obtained :

Details of other training :

Interests & Hobbies

Please detail your outside interests and hobbies, including membership of clubs / societies etc.

For Office Use Only



