

Employment Details - Current Employer

Job Title	Dates	From
Nature of Business		To
Location	Salary	
	Benefits	
	Reporting to	
Duties and Responsibilities		
Achievements		
Reason for Leaving	Notice Period	

Previous Employer

Job Title	Dates	From
Nature of Business		To
Location	Salary	
	Benefits	
	Reporting to	
Duties and Responsibilities		
Achievements		
Reason for Leaving		

Previous Employer

Job Title	Dates	From
Nature of Business		To
Location	Salary	
	Reporting to	
Duties and Responsibilities		
Reason for Leaving		

Career Aspirations

This section is to enable you to express your requirements, aspirations and key expectations of your position/employer. You will have thought about the type of organisation, areas of specialism or an indication of work or experience you require to progress your studies or career.

Position Required

Position Required	
Locations Preferred	
Temporary work considered	Yes/No Salary Required

What are you looking for in your next position/employer?

What strengths do you have to offer your next employer?

IT Skills

Please list all software packages used during your employment e.g: Excel, Sage etc.

Are there any organisations you do not wish us to contact on your behalf?

Name:	Reason:

Have you ever been convicted of a criminal offence Yes/No

If yes, please list your criminal convictions and their dates below:
Certain types of employment and professions are excepted from the Rehabilitation of Offenders Act 1974 and in those cases particularly where the employment is sought in relation to positions involving working with children or vulnerable adults details of all criminal convictions must be given.
The information given will be treated in confidence and only taken into account where, in the reasonable opinion of Wavelength Professional Recruitment Ltd, the offence is relevant to the post for which you are applying. Failure to declare a conviction may require us to exclude you from our register or terminate an assignment if the offence is not declared but later comes to light.

Eligibility to work in the UK

(UK legislation requires all candidates to provide appropriate evidence)

By what means are you eligible to work in the UK?										
Type of Visa / work permit (if applicable)?										
NI Number: <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> Expiry Date:										

References

Please provide the information required below. They should ideally contain details of your current or last employer. Where no employment references are available please supply appropriate academic certificates.

Full Name	Full Name
Position	Position
Company Name	Company Name
Address	Address
Postcode	Postcode
Tel No.	Tel No.

NB No contact will be made before permission is obtained from you.

Declaration

I have provided the above information and any additional documentation as a true and fair description of my work history, previous duties and abilities. I have omitted no facts which could affect my future employment. I consent to any Sensitive or Personal Data provided during the application process being used in connection with the search for work, subject to relevant Data Protection legislation. I also understand that any engagement entered into is subject to: documentary evidence of my right to work in the UK, verification of any professional qualifications and, with regard to temporary assignments, subject to satisfactory references. I will inform Wavelength Professional Recruitment Ltd immediately of any circumstances which may affect my work, including changes to health, pending prosecutions or convictions.

Signed:	Date:
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Please return completed form to: Park View House, Blackymore Lane, Wootton, Northampton, NN4 0JW