

JOB APPLICATION FORM



PERSONAL DETAILS

Title:		First Name:		Middle Name:	
Surname:		DOB:	DD/MM/YYYY	Gender:	
ADDRESS:					
TEL No (Mobile):		E-Mail Address:			

APPLICANTS NATIONALITY

COUNTRY OF BIRTH:		ETHNICITY:			
NATIONALITY(S):					
LANGUAGES SPOKEN:		NAT. INSURANCE NO:			
Do you need a work permit to be employed in the UK?	☐ YES ☐ NO	If you already have a work permit, when does it expire?			
PASSPORT TYPE:		PASSPORT NUMBER:			
DATE OF ISSUE:		DATE OF EXPIRY:			
PLACE OF ISSUING:					

If you are not a British passport holder or you do not have a permanent right to remain in the UK, you will require a work permit.

LEGAL INFORMATION

DO YOU HAVE A CRIMINAL RECORD?	
ARE YOU DBS CHECKED?	

JOB APPLICATION FORM



DISABILITY

DO YOU HAVE A
DISABILITY?

IF YES, PLEASE GIVE FURTHER INFORMATION

EDUCATION AND PROFESSIONAL QUALIFICATIONS

Education Qualifications	DATES		SUBJECT/EXAM TAKEN	RESULT/GRADE OBTAINED

PROFESSIONAL QUALIFICATIONS AND TRAINING

WORK EXPERIENCE *(please list all the job experiences you have done starting with your current present job)*

JOB EXPERIENCE 1 (your current job)

NAME OF COMPANY		COMPANY ADDRESS	
START DATE		END DATE	
JOB TITLE			
OUTLINE JOB RESPONSIBILITIES			

JOB EXPERIENCE 2

NAME OF COMPANY		COMPANY ADDRESS	
START DATE		END DATE	
JOB TITLE			
OUTLINE JOB RESPONSIBILITIES			

JOB EXPERIENCE 3

NAME OF COMPANY		COMPANY ADDRESS	
START DATE		END DATE	
JOB TITLE			
OUTLINE JOB RESPONSIBILITIES			

JOB EXPERIENCE 4

NAME OF COMAPANY		COMPANY ADDRESS	
START DATE		END DATE	
JOB TITLE			
OUTLINE JOB RESPONSIBILITIES			

JOB EXPERIENCE 5

NAME OF COMAPANY		COMPANY ADDRESS	
START DATE		END DATE	
JOB TITLE			
OUTLINE JOB RESPONSIBILITIES			

REFERENCES (applicants need two references. So, make sure that they have agreed to do this for you)

REFEREE 1

TITLE		FULL NAME	
COMPANY NAME			JOB TITLE
EMAIL ADDRESS		IN WHAT CAPACITY DO YOU KNOW THIS REFEREE?	

REFEREE 2

TITLE		FULL NAME	
COMPANY NAME			JOB TITLE
EMAIL ADDRESS		IN WHAT CAPACITY DO YOU KNOW THIS REFEREE?	

Please confirm if SCL can contact references prior to interview and that your referee have agreed to do this for you.

- ☐ Yes
☐ No

STATEMENT OF PURPOSE

Guide (you can paste your statement of purpose in the box below)

- Why did you apply for this role?
- What skills, expertise, and previous experience do you have to offer?
- In what manner do you satisfy the requirements for the role?
- Any other additional information to support your application.

DECLARATION

I declare that the information provided on the above application is accurate and full. I accept that if I provide any false information on this application or make any omissions, this will be adequate reason for my termination.

SIGNATURE:

DATE:

FULL NAME:

The information you provide on this form that serves as an application will be recorded on physical paper or on a computer system in compliance with the Data Protection Act of 2018 and will only be used strictly for recruiting purposes.