

Application for Employment/ Pre-Employment Questionnaire

The Regent Organisation Limited
One College Hill, London, EC4R 2RA



To be completed by the Applicant in own handwriting and returned in an envelope marked CONFIDENTIAL to: Operations Director, as the address above.

Position Applied For:

Regent Company & Location:

1. Personal Details:

Title: Mr Mrs Miss Ms Other:

Forenames:

Surname:

Home Address:

Post Code:

If you have lived at your current address for less than 3 years please provide details of your previous address(es), if there is more than one previous address please use a separate sheet and attach to the back of this form

Previous Address:

Post Code:

Home Telephone:

Mobile:

Email:

Gender: Male Female

Marital Status: Single Married Divorced Separated Widowed

Other: Maiden Name:

Date of Birth: Nationality:

2. Health:

Do You Smoke? Yes No

Do you have any disabilities? Yes No

Do you, or have you ever, suffered from serious or recurrent illness or permanent injury? Yes No

Are you currently taking any prescribed medicines? Yes No

Has your employment ever been terminated due to ill health? Yes No

Have you ever received or suffered an industrial injury, made a claim whilst in employment or any other claim in respect of personal injury or received compensation? Yes No

3. Emergency Contact:

Next of Kin:

Contact Number:

4. Education/Qualifications:

Names & Addresses Senior Schools/Colleges/Universities Attended	Dates

Qualifications Achieved	Subject	Result	Dates

5. Other Qualifications/Activities:

Any Job-Related Training Courses (provide details and dates)

Other Specialist Training/Courses/Certificates/Awards

Foreign Languages: Written & Spoken Ability with indication of present fluency

Hobbies/Interests

6. Current Employer:

Job Title:

Current Salary:

Employment Basis

Employed

Self Employed

Company Name:

Address:

Responsibility/Duties:

Employed From:

To:

Period of Notice:

month/year

month/year

Reason for Leaving:

9. Additional Details:

Do you have a criminal record or any outstanding convictions against you? Yes No

If yes, please provide details:

Are you seeking or have you ever claimed compensation through an Industrial Tribunal? Yes No

If yes, please provide details:

Are you now or have you ever been engaged in any business as an owner, partner or corporate member? Yes No

If yes, please provide details:

10. Bank account details:

Bank Name & Address
(incl postcode):

Account Holder Name:

Sort Code:

Account Number:

11. Employment Certification:

I certify that, to the best of my knowledge and belief, all of the information on and attached to this form is true, correct, complete and made in good faith. I Understand that false or fraudulent information on or attached to this form may be grounds for not carrying on or for terminating my employment after I begin work. I understand that any information I give may be investigated.

Signed:

Dated:

Note: The details requested in this form do not constitute any agreement or obligation on the part of The Regent Organisation Ltd or yourself.

