



Application form



Thank you for applying for a position with Ollie's Playland. We are a committed equal opportunities employer and all our recruitment decisions are based solely on the merits and abilities of each applicant regardless of sex, marital status, religion, colour, race, ethnic origin or disability.

If you have a disability or any other special need that means you are unable to complete this form or any other part of the recruitment process, please contact us to make alternative arrangements.

Your details will be treated in the strictest confidence.

Position applied for:

Personal details

Title: Miss Mrs Ms Mr

Forename:

Surname:

Current address:

Postcode:

Telephone:

- daytime
- evening
- mobile

Email address:

Date of birth:

Nationality:

National insurance number:

Alternatively, are you able to provide evidence that you can legally work in the UK? Yes / No

Do you have any endorsements on your passport which would limit your stay or length of employment in the UK? Yes / No

Do you require a work permit? Yes / No

Education and training courses attended

Start with secondary education through to any further education. Where applicable, please include details of examinations which have been taken or are about to be taken, but results of which are not yet available. Please continue on separate sheet if necessary.

Name of School/College/University	Date From / To	Qualifications & Grades

Employment and work experience

Start with current/last position. Please include any periods of unemployment, career breaks, etc. College leavers should provide details of holiday work. Please continue on separate sheet if necessary.

Employers Name & Address	Position Held / Duties	Reason for Leaving	Final Salary

Have you ever been through formal disciplinary action as a result of your practices? Yes / No
If yes, please give details:

More about you

What are your reasons for wanting this particular job and why do you think you have something special to offer?

Please give us any additional information you consider supports your application, e.g. voluntary work, interests, hobbies, first aid courses, etc.

References

Please supply the names of two referees. Your references must include your current / last employer and should cover your last two years of employment.

If you do not have previous employer references to cover the last 2 years of employment, please provide details of a character referee or tutor. They must not be friends or relatives. Please continue on a separate sheet if necessary.

Current/most recent employer

Date of employment: From To
Company
Name
Position
Address
Postcode Telephone

Additional employer

Date of employment: From To
Company
Name
Position
Address
Postcode Telephone

Tutor

College
Name
Address
Postcode Telephone

Character Referee

Name
Address
Postcode Telephone

I hereby authorise Ollie's Playland to obtain references as detailed above in respect of my recruitment/employment with Ollie's Playland.

Name

Signature

Date

Do you hold a current CRB disclosure? Yes / No

If yes, date issued:

Rehabilitation of Offenders Act 1974

Owing to the nature of the work for which you are applying, jobs and assignments are exempt from the provisions of Section 4.2 of the Rehabilitation of Offenders Act 1974. Applicants are, therefore, not entitled to withhold information about convictions which for other purposes are spent under the provisions of the act, and in the event of employment, any failure to disclose such convictions could result in disciplinary action, up to and including dismissal. Any information given will be completely confidential and will be considered only in relation to any application for posts to which the order applies.

Have you been convicted of any criminal offences (including spent convictions)? Yes / No

If yes, please state nature of the convictions and dates convicted:

Do you have any police proceedings impending or outstanding against you? Yes / No

If yes, please give details:

Medical history

In the last 12 months, have you been off work because of illness or injury? Yes / No

If yes, how many working days did you lose? Days

What was the reason(s) for the absence?

Are you at present having any treatment or medicine prescribed by your doctor? Yes / No

If yes, please provide details:

Disability

Do you consider yourself to have a disability? Yes / No

If yes, please state the nature of your disability to enable us to ascertain any special requirements / equipment for both your interview and working arrangements:

Declaration

To the best of my knowledge and belief, the details given on this form are accurate and true and I have not withheld any material facts. I understand that if it is subsequently discovered that any statements are false or misleading, I will be liable to have my application disqualified, or subsequently be liable for disciplinary action, up to and including dismissal.

Signature

Date

Please return the completed application form to:

Alison Tuffs

Ollie's Playland

2nd Floor, Brownsea House

Dolphin Shopping Centre

Poole

Dorset BH15 1SR