

CONSULTANT

Application for Employment

Applications must be completed in black ink or type



POST APPLIED FOR:	LOCATION:
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1. PERSONAL DETAILS

Surname/Family Name: First Name(s): Title:

Address: Home Tel No:

Work Tel No: Ext:
(if convenient)

Postcode: Mobile No:

National Insurance Number: Email address:

Nationality Can you supply evidence of your entitlement to work in the UK?
(ie British or EC/EEA passport/identity card with relevant endorsement)

Yes / No Evidence:

Have you been convicted of a criminal offence (other than a fixed penalty traffic offence) which Is not yet spent under the Rehabilitation of Offenders Act 1794? Yes / No
If 'Yes', please give details of the offence, sentence/court order and date of conviction:

Are you facing any criminal prosecutions? Yes / No
If 'Yes', please give details:

Health: How many days have you had off work in the last two years?

2. PRESENT EMPLOYMENT

Name of Employer: Address:

Job Title:

Start Date:

Current Salary: Postcode:

Notice Period: Reason for Leaving:

3. PROFILE

Please refer to the job description and person specification and provide an account of your skills and experience in relation to the set criteria. Please continue on a separate sheet if necessary.

For shortlisting use only 1 2 3 4 5

SELLING

Please describe a situation where you have had to sell a product, service or idea to someone and the results you achieved

For shortlisting use only 1 2 3 4 5

CUSTOMER SERVICE

Please describe a situation where you have delivered exceptional customer service and how you achieved this.

For shortlisting use only 1 2 3 4 5

RESULTS ORIENTATED

Please describe a situation where you achieved or exceeded a set target and how you went about it.

For shortlisting use only 1 2 3 4 5

4. SUPPORTING STATEMENT

In addition, candidates are asked to submit an additional statement or a CV which provides information on the following: (i) duties in present post; (ii) previous posts held with dates of employment for each; (iii) any other additional relevant experience. **CVs will not be accepted without a completed application form.**

5. EDUCATION AND QUALIFICATIONS

Starting with the highest, please list academic and professional qualifications, together with grades:

University/College/School	Dates	Subjects Studied/Examinations Taken/Results

6. CONTINUING PROFESSIONAL DEVELOPMENT AND TRAINING

Please list any additional training or competencies that you would like us to consider in support of your application:

7. REFEREES

Please give the name and contact details of **2** people who have agreed to act as referees on your behalf, one of whom must be your present or most recent employer. Prestige treats all references confidentially.

Title: _____ Address: _____

Name: _____

Telephone No: _____

Email: _____ Postcode: _____

Please indicate whether a reference may be obtained prior to interview. Yes / No Relationship to you:

Title: _____ Address: _____

Name: _____

Telephone No: _____

Email: _____ Postcode: _____