



Syon House Ventures
APPLICATION FOR EMPLOYMENT

Please complete this document in your own handwriting by printing clearly in black ink.

Surname	Title	Forenames
Address		Contact Numbers:
Postcode		Home:
Nationality		Mobile:
Date of Birth		How will you travel to work?

Do you have a full current driving licence? YES/NO
Is it free of endorsements? YES/NO If NO, give details.

Have you, at any time, been convicted of any criminal offence
(if yes, please give details) YES/NO

Do you smoke?

National Insurance No.

Please give details of any special interests or hobbies.

Have you previously worked for us? YES/NO. If yes, when and in what capacity?

Have you a contact or are you related to any person in the employ of Syon House Ventures? If so, please give details.

EMPLOYMENT

Position applied for: -

Pay expected £ per

If offered this position, will you continue to work in any other capacity? YES/NO If yes, please give details.

On what date would you be available to commence this employment?

EDUCATION

EDUCATIONAL QUALIFICATIONS

Examinations Undertaken	`O'Level GCSE/ `A'Level/ `AS'Level/ or equivalents	Grade	Year Taken
-------------------------	---	-------	------------

Please give name & address of school/college/university where you attained your qualifications:

PROFESSIONAL MEMBERSHIP & QUALIFICATIONS

Please list:

EMPLOYMENT HISTORY

Present/Last Employer:

Date of Employment From _____ To

Address:

Starting Salary:

Final Salary:

Type of Business:

Position Held:

Describe the work undertaken:

Reason for Leaving:

Employer:

Date of Employment From _____ To

Address:

Starting Salary:

Final Salary:

Type of Business:

Position Held:

Describe the work undertaken:

Reason for Leaving

REFERENCES

Please give details of two referees (one of whom should be your present/last employer and not relatives). Contact will only be made with your authority.

Name

Name

Occupation

Occupation

Address

Address

Please outline the skills and experience you have gained through paid employment and other work activities and interests, which are relevant to your application for this job.

Please use this space to give any other information you feel is necessary to support your application including your reasons for applying to Syon House and what skills or benefits you can bring.

Disability

Do you consider yourself to have a disability? YES/NO

If yes, please give details.

How can we assist with any special needs to enable you to attend interview or carry out your duties?

If your application is successful, you may be asked to consent to Northumberland Estates verifying the information you have given in this form.

Please note, to enable us to comply with our obligations under the Asylum and Immigration Act, you will be asked to provide written proof of your right to work in the United Kingdom, before any job offer is made to you. You will be given details of the original document or documents, which are required at the appropriate time.

Sign and date the declarations and authorisation below:

I declare that the information given by me, to the best of my knowledge, is true and complete.

I acknowledge that dishonesty or the giving of incorrect information on purpose may render this application and any subsequent employment invalid and subject to summary termination.

In accordance with the Data Protection Act 1998, I hereby authorise Northumberland Estates to process the information contained in this application form for recruitment and selection purposes.

NAME(BLOCK CAPITALS)

SIGNED

DATE

Please return your form to:

Ms Leslie Feore
House Manager
Syon House
Syon Park
Brentford
Middx
TW8 8JF

Tel: 020 8560 0882