



## CLEANER APPLICATION FORM

TITLE: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ SURNAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_ POST CODE \_\_\_\_\_

TELEPHONE PHONE NUMBER: HOME \_\_\_\_\_ MOBILE \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ NATIONAL INS NO: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

DO YOU DRIVE	YES	NO	DO YOU OWN A CAR	YES	NO
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Relevant Experience: YES  NO

**DETAILS OF ANY EXPERIENCE QUALIFICATIONS OR TRAINING RELEVANT TO THIS JOB**

DATE	DETAILS

### AVAILABILITY

TIMES	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
EARLY						
MORNINGS						
AFTERNOONS						
EVENINGS						

### CAN YOU WORK WEEKENDS

WEEKEND	ALWAYS	SOMETIMES	NEVER
SATURDAY			
SUNDAY			

## REFERENCES

Please give the names and address of two referees. Your latest employer or most recent employer and also a past employer.

### REFERENCE ONE

NAME \_\_\_\_\_ JOB TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

POST CODE \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_ MOBILE NO: \_\_\_\_\_

EMAIL: \_\_\_\_\_

### REFERENCE TWO

NAME \_\_\_\_\_ JOB TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

POST CODE \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_ MOBILE NO: \_\_\_\_\_

EMAIL: \_\_\_\_\_

We will require you to do a DBS check as this work consists of going into customers homes and confidential places.

SENT DATE

RECEIVED DATE

### Declaration

I declare that the information given on this form is to the best of my knowledge true and complete. I understand that any false statements may be sufficient cause for my rejection or, if employed, dismissal.

#### DECLARATION

In accordance with the Data Protection Act 1998, the information on this form will be used in the recruitment and selection process and may be disclosed to all those who need to see it. It will also form the basis of the confidential personnel record of the successful candidate. In the case of unsuccessful candidates the Application Form will be destroyed after six months.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

## EQUAL OPPORTUNITIES QUESTIONNAIRE

Please complete this form, filling in spaces or ticking boxes as appropriate, and include with your application for Employment.

Application for the post of .....  
At.....

### 1. I would describe my ethnic/cultural origin as:

White	<input type="checkbox"/>	Indian	<input type="checkbox"/>
Black Caribbean	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
Black African	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
Black Other	<input type="checkbox"/>	Chinese	<input type="checkbox"/>

Any other group Please specify.....

2. My country of birth is.....

3. My family language is .....

4. My sex is Male  Female

5. I am Disabled  Not Disabled

Signed.....Date.....

Surname.....Forename.....

**THANK YOU FOR YOUR ASSISTANCE**

FOR INTERVIEW USE complete after appointment made)

This candidate was: Interviewed.....  
Appointed.....

OFFICE USE ONLY

**INTERVIEWER/S**

Interviewer/s.....

Date.....

Comments:-

**REFERENCE CHECK**

**Employers Reference**

**Character Reference**

Sent	Received
1 .....	.....
2 .....	.....
3 .....	.....

Sent	Received
1 .....	.....
2 .....	.....
3 .....	.....

**Professional Reference**

**Verbal Reference**

Sent	Received
1.....	.....

Sent	Received
1.....	.....

**ATTACHED FORMS PLEASE TICK**

1. Equal Opportunities

2. D.B.S.. Application Form

3. A copy of Valid Work Permit/Passport

4. Job Description Form

5. 2 References