



## APPLICATION FORM



Please complete this form legibly and return it on or before the closing date specified in the advertisement.

Please complete in black ink and return with an up to date CV and covering letter for the attention of:

**Ian Balmforth  
Grumpy Mule  
The Roastery  
Bent Ley Industrial Estate  
Bent Ley Road  
Meltham  
Holmfirth  
HD9 4EP  
01484 852601**

1. Position Applied for:

2. Personal Details

Surname:	Telephone number (Home):
Forenames:	Telephone number (Mobile)
Mr/Mrs/Ms:	Telephone number (Work):
Address:	
Postcode:	

Have you ever been convicted of a criminal offence?	Yes	No
<p>Disclosure of a Criminal offence need not necessarily debar you from appointment. However, should you fail to disclose a criminal conviction prior to this appointment this could result in your dismissal or other disciplinary action being taken against you.</p> <p>All information will be treated with the strictest confidence</p> <p>Please state</p> <p>.....</p>		
Do you have the right to work in the UK?	Yes	No
<p>Note: Bolling Coffee will require proof of this right before an offer of employment can be confirmed - e.g. Birth certificate and/or any other appropriate document required to confirm your right to work in the UK as required by the Asylum and Immigration Act 1996</p>		

Do you have a clean, current driving licence?	Yes	No
---	-----	----

3. Education

From	To	Type of School (i.e. Grammar/ Secondary)	Examinations taken and Qualifications Gained (Specify Grades)

4. Further / Higher Education

From	To	Name of Institution (state if Full - or- Part Time)	Subjects Taken and Qualifications Gained (Specify Grades or Degree Class Obtained)

5. Membership of professional organisation

Date Joined	Institute/ Organisation	Grade Of Membership (Where appropriate)

6. Employment Record (Please list chronologically, starting with current or last employer)

Name and Address of Employer and Nature of Business:	From:  To:	Job Title:  Job Function/ Responsibilities:	Final Salary and Reason for Leaving

--	--	--	--

7. Training

Details of training courses attended and awards achieved, including dates, if appropriate

8. Health

How many days' absence through illness have you had during the past 12 months?

## 9. Disability Discrimination Act 1995

Section 1 of this Act describes a disabled person as a person with a 'physical or mental impairment which has a substantial or long-term effect on his/her ability to carry out normal day-to-day activities'.

Using this definition, would you consider yourself to be disabled? Yes    No  
*(please tick as appropriate)*

If yes, do you require any special arrangements to be made to assist you is called for interview?

Please provide details:

## 10. References

Please give the details of two work related referees, including your current or most recent post. Referees will not be contacted without your prior approval.

Name:	Name:
Position:	Position:
Company:	Company:
Address:	Address:
Telephone No.:	Telephone No.:
Nature of Relationship:	Nature of Relationship:

## 11. Verification of information

I certify that all information which I have provided is correct. I understand that any false information given may result in a job offer being withdrawn.

Signature:

Date: