

A-One Insurance Group  
Employment Application Form



Position  Ref #

Date

**PERSONAL DETAILS**

Title  First Name  Surname

Address

Home Telephone

Work Telephone

Mobile Telephone

Email Address

D.O.B  dd/mm/yy

Post Code

NI Number

Do you currently hold a UK driving licence?  Detail any endorsements

Do you have any unspent convictions?  Please detail any convictions

Where did you learn of this vacancy?

Are you registered disabled or have any illness that has been ongoing or is likely to be for more than one year?

If Yes, please detail

**EDUCATION**

School/College/Establishment	From	To	Qualifications	Grade

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**EMPLOYMENT HISTORY**

Current Employer  From  To

Full Address  Current Package

Contact Number

Notice Period  Date Appointed

Job Title

Description of duties

Reason for leaving

Please list all employment chronologically with the most recent first

Employer	From	To	Post Held and Duties	Reason For Leaving

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Please detail any additional information that may assist with your application. For example, specific skills in line with the job description or person specification. Please use a separate sheet if you require additional space.

A large, empty rectangular box with a thin black border, intended for providing additional information.

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Please provide 2 references and indicate if you give permission for them to be contacted prior to an offer. One reference must be your present or most recent employer.

Company	<input type="text"/>	Contact	<input type="text"/>
Full Address	<input type="text"/>	Position	<input type="text"/>
Contact Number	<input type="text"/>	Please tick this box if you do not wish this reference to be taken up at this time <input type="checkbox"/>	

Company	<input type="text"/>	Contact	<input type="text"/>
Full Address	<input type="text"/>	Position	<input type="text"/>
Contact Number	<input type="text"/>	Please tick this box if you do not wish this reference to be taken up at this time <input type="checkbox"/>	

**DATA PROTECTION ACT 1988**

Applicants are informed that the information provided in this form and throughout the recruitment process will be retained in a file in line with the Data Protection Act 1988 and subsequent revisions and amendments.

I understand that the continuation of an appointment, if offered will be subject to the information on this form/CV and provided throughout the recruitment process. I agree that all of the information given herein is accurate to the best of my knowledge and is without deliberate omission.

Signed	<input type="text"/>
Date	<input type="text"/> dd/mm/yy