



# APPLICATION FOR EMPLOYMENT

PLEASE ENTER THE REQUESTED DETAIL IN THE BOXES PROVIDED, SAVE THE FILE, THEN EMAIL YOUR APPLICATION TO [APPLICATIONS@HLMOTORS.CO.UK](mailto:APPLICATIONS@HLMOTORS.CO.UK)

NOW COMPLETE THE FOLLOWING BOXES (TAB TO MOVE BETWEEN BOXES)

**JOB ROLE**

Position Applied For:

**PERSONAL DETAILS**

First / Given Name:

Surname / Family Name

Home Telephone:

Mobile Phone:

Email Address:

Nationality:

Current Driving Licence:

Full or Provisional:

Penalty Points:

Unspent Convictions:

Hobbies & Interests:

Part Time Jobs:

**QUALIFICATIONS**

Your Qualifications:

Enter details of all relevant qualifications and attach copy of each qualification certificate when you return this application

**SUITABILITY**

**Practical Skills and Qualities:**

State in your own words what practical skills and qualities you have which make you suitable for this position.

**EMPLOYMENT DETAILS - CURRENT**

Employer Name

Address

Job Title

Date Started.

Wage / Salary

Main Duties

Reason for Leaving

**EMPLOYMENT DETAILS - PREVIOUS**

Employer Name

Address

Job Title

Date Started.

Wage / Salary

Main Duties

Reason for Leaving

Date Left Job

I confirm that the information I have given on this Application for Employment is correct to the best of my knowledge. I also confirm my understanding that any false statements that I have given may lead to the subsequent repudiation of any job offer or dismissal if already employed.

**Please enter your full name below to confirm the previous statement.**

NB. This application will be incomplete unless your name is filled in above.

**NOW PLEASE ENSURE YOU SAVE THE FILE COMPLETE, THEN EMAIL YOUR APPLICATION TO [APPLICATIONS@HLMOTORS.CO.UK](mailto:APPLICATIONS@HLMOTORS.CO.UK)**