

## Williams Application Form

Personal information supplied to Williams will be used for the purposes of pre-employment evaluation, policy monitoring and employment verifications. Personal information will be collected in electronic and paper form and will be stored and used in a secure manner at all times. Personal information will be stored in IT and HR systems and retained within the EEA region. You can request access to this information and also have rights to have incomplete, out of date or incorrect information to be correct and in certain circumstances removed from our systems.

YOUR PERSONAL DETAILS		
Title:	Surname:	Forename:
Address:		
Postcode:		
Email Address:		
Contact Telephone Number:		
Position Applied For:	Location:	

HOW DID YOU HEAR ABOUT THIS VACANCY?	
Introduced by a friend	Name of friend:
Job Centre	
In-branch advert	
Rejoining us	
Online advert	
Other:	

## EDUCATION

Highest level of qualification and any other relevant qualifications or training pertinent to this role:

## EMPLOYMENT HISTORY

Name of employer:

Dates from / to:

Job title:

Tell us about the role and responsibilities:

Name of employer:

Dates from / to:

Job title:

Tell us about the role and responsibilities:

## EMPLOYMENT HISTORY (CONTINUED)

Name of employer:	Dates from / to:	Job title:

Tell us about the role and responsibilities:

## VEHICLE LICENSES

	Yes	No
I have a full driving license (or EU equivalent)		
Are you currently disqualified from driving?		
Do you have a valid forklift license?		

## GETTING TO KNOW YOU

What interests you about working at Williams?

## GETTING TO KNOW YOU (CONTINUED)

What interests you about working at Williams? (continued)

What achievements (work or personal) are you most proud of?

## GETTING TO KNOW YOU (CONTINUED)

When have you delivered / received great service? What happened?

What do you like to do outside of work?

## RIGHT TO WORK IN THE UK - Immigration, Asylum and Nationality Act 2006

	Yes	No
Are you legally entitled to work in the UK?		
If yes, are there any restrictions on the work you are permitted to do?		
If you have a work permit, when does it expire?		

In the event that you are offered employment, you will be required to produce satisfactory evidence of your entitlement to work in the UK, in accordance with the Immigration, Asylum and Nationality Act 2006.

## DECLARATION

I confirm that the information given on this form is to the best of my knowledge true and complete.

Any false information may be sufficient cause for rejection or if employed, then dismissal. I will advise Williams Trade Supplies Limited of any changes in details as appropriate. I consent to the data on this form being used solely within Williams Trade Supplies Limited for purposes related to my employment in compliance with the Data Protection Act (1998).

More details can be found on [tradeonlyplumbing.co.uk/privacy-policy](http://tradeonlyplumbing.co.uk/privacy-policy).

Signature:

Date: