

**DIVISION: INDUSTRIAL**

REG NO:

<b>TITLE:</b>	<b>CV ATTACHED/EMAILED</b> Yes / No	
<b>FORENAMES:</b>	<b>TEMPORARY</b> Yes / No	
<b>SURNAME:</b>	<b>Min hourly rate:</b> £ _____ per hour	
<b>ADDRESS:</b>	<b>PERMANENT</b> Yes / No Full time / Part Time	
	<b>Min Salary:</b> £ _____ per annum	
	<b>DATE AVAILABLE FROM:</b>	
	<b>PREFERRED LOCATIONS :</b>	
<b>POST CODE:</b>	<b>DRIVING LICENCE</b> Yes/No	
<b>MOBILE ☎</b>	<b>TRANSPORT:</b> Car / Motorcycle / Bicycle / Public	
<b>HOME ☎</b>	<b>HOURS AVAILABLE:</b> Days / Eve / Weekends / School / Other:	
<b>EMERGENCY CONTACT ☎ NAME:</b>		
<b>EMAIL ADDRESS:</b>		
<b>SEX:</b> Male / Female	<b>STUDENT:</b> Yes / No	
<b>DATE OF BIRTH:</b>	<b>IMMIGRATION INFORMATION (COMPLETE IF APPLICABLE)</b>	
<b>DO YOU HAVE IMMIGRATION PERMISSION TO WORK IN THE UK?</b> Yes/No or N/A (please circle clearly as appropriate)	WORK PERMIT REQUIRED Yes/ No WORK PERMIT EXPIRY Date : STUDENT VISA : Yes / No Permitted hours per week:	
<b>ID/DOCUMENTS PROVIDED:</b> (please circle clearly as appropriate)	Valid Passport Birth Certificate N.I card / P45 / P46	
<b>NEW STARTER FORM SIGNED (TEMP ONLY):</b> Yes / No	<b>BANK DETAILS PROVIDED:</b> Yes / No	
<b>DO YOU HAVE ANY UNSPENT* CRIMINAL CONVICTIONS?</b> Yes / No <i>(If yes, please state convictions and dates)</i>		
<b>PROFESSIONAL QUALIFICATIONS / EDUCATION / GRADES ACHIEVED:</b>		
<b>CURRENTLY STUDYING FOR:</b>		
<b>EMPLOYMENT HISTORY</b>	<b>DATES EMPLOYED</b>	<b>JOB TITLE AND DESCRIPTION</b>
<b>PRESENT/LAST EMPLOYER NAME</b>	<b>SALARY</b>	
	<b>REASON FOR LEAVING</b>	
	<b>PRESENT/LAST EMPLOYER NAME</b>	<b>DATES EMPLOYED</b>
<b>PRESENT/LAST EMPLOYER NAME</b>	<b>SALARY</b>	
	<b>REASON FOR LEAVING</b>	
	<b>PRESENT/LAST EMPLOYER NAME</b>	<b>DATES EMPLOYED</b>
<b>PRESENT/LAST EMPLOYER NAME</b>	<b>SALARY</b>	
	<b>REASON FOR LEAVING</b>	

**Data Protection Statement** The information that you provide on this form and on any CV given will be used by Paterson Recruitment to provide you work finding services. In providing this service to you, you consent to your personal data being included on a computerised database and consent to us transferring your personal details to our clients. We may check the information collected, with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other way permitted or required by law.

*\*Certain types of employment and professions are exempt from the Rehabilitation of Offenders Act 1974 and in those cases particularly where the employment is sought in relation to positions involving working with children or vulnerable adults, details for all criminal convictions must be given. The information given will be treated in the strictest of confidence and only taken into account where, in the reasonable opinion of Paterson Recruitment the offence is relevant to the post to which you are applying. Failure to declare a conviction may require us to exclude you from our register or terminate an assignment if the offence is not declared but later comes to light*

<p><b>REFEREE 1</b></p> <p>Name: _____</p> <p>Position: _____</p> <p>Company: _____</p> <p>Address: _____</p> <p>Email address: _____</p> <p>Tel/Fax No: _____</p>	<p><b>REFEREE 2</b></p> <p>Name: _____</p> <p>Position: _____</p> <p>Company: _____</p> <p>Address: _____</p> <p>Email address: _____</p> <p>Tel/Fax No: _____</p>
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COMPANIES/AGENCIES ALREADY APPROACHED: \_\_\_\_\_ COMPANIES **NOT** TO APPROACH: \_\_\_\_\_

PREFERED INTERVIEW TIMES/DATES: \_\_\_\_\_

<b>VALID LICENCES HELD</b>		<b>PLEASE TICK/COMPLETE BELOW AS APPROPRIATE ✓</b>				
Car Licence Yes/No	Please state any endorsements					
Endorsements Yes/No						
<b>Other Licences</b>	Minibus	PSV	Motorbike	LGV1	LGV2	7.5T
<b>Forklift Licence</b>	Reach	Counterbalance	RTITB	VNA	PPT	
<b>INDUSTRIAL SKILLS</b>						
Heavy Lifting – Yes/No	Assembly Operative	Drivers mate	Dray	Van/Car Delivery experience		
Picking & Packing	(Assembly) PCB	(Assembly) Soldering	(Assembly) Testing	Machine Operator		
Warehouse Operative	Warehouse Manager	Supervisor	Labourer	Quality Inspection	Cleaning	
Forklift	Pump Truck	Other:				
<b>SHIFT AVAILABILITY</b>						
	Days	Nights	Evenings	Weekends	Shifts:	
<b>DO YOU HAVE...</b>						
	Protective Boots?		High Visibility Jacket?		CSCS card?	
<b>Where did you hear about Paterson Recruitment?</b> (Please circle as appropriate)						
Our website	Reed	Total Jobs	Fish 4	Newspaper	Recommendation	Advertisement (please specify)

**CANDIDATE DECLARATION** I hereby confirm that the information given is true and correct. I consent to my personal data and CV being forwarded to clients. I consent to references being passed onto potential employers. If, during the course of a temporary assignment, the Client wishes to employ me directly, I acknowledge that Paterson Recruitment will be entitled either to charge the client an introduction/transfer fee, or to agree an extension of the hiring period with the Client (after which I may be employed by the Client without further charge being applicable to the Client).

CANDIDATE NAME ..... SIGNED ..... Date.....

*If you are under the age of 18, please state if you have received vocational guidance Yes/No*

<b>OFFICE USE ONLY</b>		<b>COPIES ON FILE</b> Passport / Birth Certificate VISA /Other : NI copied / P45/ P46 References 1 2 Temp start Form signed Bank Details provided CV: email / hard copy Other items:
IDEAL JOB ROLE:	STRENGTHS/EXPERTISE:	
AREAS FOR DEVELOPMENT:	OTHER NOTES:	
<b>Appearance</b> A/B/C		
<b>Speech</b> A/B/C		
<b>Personality</b> A/B/C		
<b>Enthusiasm</b> A/B/C		

Industrial

Consultant Name: