

Current Employment

Name of Employer

Address

Job Title Starting Date

Duties and Responsibilities

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Present Salary Notice Required

Reason for leaving or wishing to leave

Please give details of all other employment including starting and leaving dates and final salary

Previous Employment

Employer and Job Title	Dates	Salary
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Reason for leaving last employment

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Please provide names and addresses of two referees, one of which should be your current or last employer.

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Postcode	Postcode
Telephone	Telephone
Your relationship to referee	Your relationship to referee

May we contact your referees? (We will only contact if an offer of employment is made) **YES / NO**

Do you have a current driving licence? **YES / NO**

Have you ever been convicted of a criminal offence which is not spent under the Rehabilitation of Offenders legislation? **YES / NO**

If YES, please provide details

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N:B: Qualified accountants are required to disclose all previous offences (if any) including spent criminal convictions.

What are your hobbies / interests? Indicate any posts of responsibility and relevant dates

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Please supply any other information which you feel is relevant to your application and suitability for this post.

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DECLARATION OF APPLICANT

I confirm that the information contained in this form is correct. *

I hereby give consent to Dodd & Co Services Limited and Dodd & Co Limited to use the information that I have provided in this form to process my application. I understand that it will be processed in accordance with Dodd & Co Services Privacy policy for Applicants for Employment and Consultancy located at <https://www.doddaccountants.co.uk/privacy-notice/>

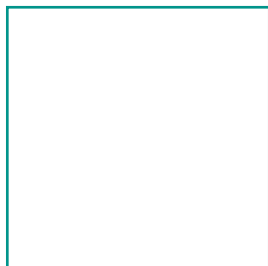
I understand that any offer of employment will be subject to satisfactory references, confirmation of qualifications required and production of identification documents. *

*A copy of the policy can also be obtained by calling the Human Resources department on 01228 530913.

If your application is successful, information provided by you on this form may be used for compliance and statutory requirements, administration of employment information and management of the business of Dodd & Co services Limited and Dodd & Co Limited.

Signed Date

Return completed form to -



FIFTEEN Rosehill
Montgomery Way
Rosehill Estate
CARLISLE CA1 2RW

T: 01228 530913
F: 01228 515485

e: carlisle@doddaccountants.co.uk

The information gathered from this form by Dodd & Co Services Limited and Dodd & Co Limited may be used by Dodd & Co Services Limited and Dodd & Co Limited for the administration of your application and statistical monitoring. If your application is successful, information gathered about you by Dodd & Co Services Limited and Dodd & Co Limited may be used for compliance with statutory requirements, administration of employment information and management of the business of Dodd & Co Services Limited and Dodd & Co Limited.

If your application for this post is not successful we may retain your details for consideration for future appropriate vacancies. If you do not wish us to hold your details please tick this box.