



Aldridge Security Ltd  
Unit H  
Redfern Park Way  
Tyseley  
Birmingham  
B11 2BF  
Tel: 0203 007 6060

E-mail: [hr@aldrigesecurity.co.uk](mailto:hr@aldrigesecurity.co.uk)

We are an equal opportunity employer committed to hiring a diverse workforce.

## EMPLOYMENT APPLICATION FORM

Position applied for: \_\_\_\_\_  
Date available to start: \_\_\_\_\_  
Salary Required: \_\_\_\_\_  
How did you hear about this vacancy? \_\_\_\_\_

### PERSONAL DETAILS

Title: Mr  Ms  Miss  Mrs

Surname: \_\_\_\_\_

Email: \_\_\_\_\_

First Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

National Insurance No: \_\_\_\_\_

### EDUCATION

Name and Address of School, College or University	From	To	Subjects	Grades	Certificates, Diplomas, Degrees Obtained

## PROFESSIONAL TRAINING/ ADDITIONAL QUALIFICATIONS

Please give details of any relevant training or any short course or list memberships of any organisations that you think may help your application

## PRESENT AND PREVIOUS EMPLOYMENT

1 Present/ Previous Employer

\_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Type of Business \_\_\_\_\_  
Position Held \_\_\_\_\_  
Starting Date \_\_\_\_\_  
Leaving Date \_\_\_\_\_  
Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_  
Brief Outline of Duties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2 Previous Employer

\_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Type of Business \_\_\_\_\_  
Position Held \_\_\_\_\_  
Starting Date \_\_\_\_\_  
Leaving Date \_\_\_\_\_  
Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_  
Brief Outline of Duties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3 Previous Employer

\_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Type of Business \_\_\_\_\_  
Position Held \_\_\_\_\_  
Starting Date \_\_\_\_\_  
Leaving Date \_\_\_\_\_  
Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_  
Brief Outline of Duties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4 Previous Employer

\_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Type of Business \_\_\_\_\_  
Position Held \_\_\_\_\_  
Starting Date \_\_\_\_\_  
Leaving Date \_\_\_\_\_  
Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_  
Brief Outline of Duties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please explain why you think you would be suitable for this position?**

### ADDITIONAL INFORMATION

(Please Circle)

Prepared to work                                      Full-Time                                      Part-Time

Do you need a work permit  
To work in UK?                                      Yes                                      No  
(If yes, please bring evidence  
to an interview, if invited)

Do you possess a current  
Full Driving License?                                      Yes                                      No

Do you have any current  
Endorsements?                                      Yes                                      No

If yes, please specify \_\_\_\_\_

### INTERVIEW ARRANGEMENTS

If you need any particular arrangements to be made in order for you to be interviewed for this position at our premises, please give details

### REFERENCES

Name _____	Name _____
Company _____	Company _____
Occupation _____	Occupation _____
Address _____	Address _____
_____	_____
Telephone No _____	Telephone No _____
Email _____	Email _____
Relationship with the referee _____	Relationship with the referee _____

**I confirm that to the best of my knowledge and belief the information I have given on this form is true and correct.**

<b>Signed</b>	<b>Dated</b>
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**Data Protection:** The information provided on this form will be used by us for the purposes of assessing your application and, if your application does not result in your being employed by us, will be retained only for so long as is necessary. If you are employed by us, the information will form part of your personnel file and may be processed for any purpose in connection with your employment

