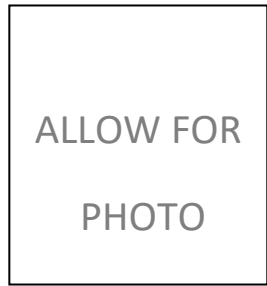


Spears Worldwide Application Form

STRICTLY CONFIDENTIAL

PLEASE COMPLETE IN BLOCK CAPITALS USING BLACK INK



Title Mr/Mrs/Ms/Other

First Names: Surname:

Maiden/Former name (list all previous first names and surnames):

Current address:

..... Post code:

State ALL previous addresses where you have lived for the past six years, use a separate sheet if needed:

..... Post code: Dates:

..... Post code: Dates:

..... Post code: Dates:

Home Tel Mobile:

E-mail: Nationality: Marital status:

National Insurance No: Date of birth:

Preferred shifts: Week Days [] Week Nights [] Weekend Days [] Weekend Nights []

Do you hold a current SIA licence? Yes [] No [] Type:

SIA licence number: Expiry date:

Are you subject to Immigration Control? Yes [] No []

If yes, do you have an unrestricted entitlement to take up employment in the UK? Yes [] No []

Have you, ever been fined, cautioned, sentenced to imprisonment or placed on probation for a criminal act (subject to the Rehabilitation of Offenders Act)? Yes [] No []

Are there any alleged offences outstanding against you? Yes [] No []

If yes to either question please give details on a separate sheet.

Have you ever been made bankrupt or have any Court Judgements against you, whether satisfied or not, within the last 6 years? Yes [] No []

Has any order been made against you by a Civil or Military Court or Public Authority? Yes [] No []

If yes give details

Bank Account No: Sort Code: Roll No:

Name of Bank: Name of Account Holder:

Person to be Contacted in an Emergency / Next of Kin

Name: Relationship:

Address:

Their Work No: Their Home No:

Spears Worldwide Application form (Continued)

EMPLOYMENT RECORD

Starting with your last or present employer, give details of your employment history for the last 5 years, including details of full time education if it falls within that period. Include periods of self-employment and military service. For any periods of unemployment give the address of the DWP Office to which you reported or the name of a person (not a relative) who can confirm your whereabouts. Continue on a separate sheet if necessary.

IF YOU DO NOT WISH US TO CONTACT YOUR CURRENT EMPLOYER PLEASE TICK HERE []

Name and full address of current employer or name of Job Centre/DWP Office	Details	Unemployment/employment dates
Name:	Position held:	Month/Year
Address:	Reporting to:	From: /
	Reason for leaving:	To: /
Telephone no:		
Name and full address of previous employer or name of Job Centre/DWP Office	Details	Unemployment/employment dates
Name:	Position held:	Month/Year
Address:	Reporting to:	From: /
	Reason for leaving:	To: /
Telephone no:		
Name and full address of previous employer or name of Job Centre/DWP Office	Details	Unemployment/employment dates
Name:	Position held:	Month/Year
Address:	Reporting to:	From: /
	Reason for leaving:	To: /
Telephone no:		
Name and full address of previous employer or name of Job Centre/DWP Office	Details	Unemployment/employment dates
Name:	Position held:	Month/Year
Address:	Reporting to:	From: /
	Reason for leaving:	To: /
Telephone no:		

Spears Worldwide Application Form (Continued)

Education State name and address of schools attended from age 11.

Secondary School Attended	Dates	Any Qualifications Gained	Month / Year
Further Education College Attended	Dates	Any Qualifications Gained	Month / Year
Other Qualifications Gained eg First Aid Certificate, CSCS card			
College or Training Company	Date of course	Qualification Gained	

Personal references

Give the name and address of two people, who have known you well for at least five years, are still in contact with you and who will provide a written reference. They should not be a previous employer, relative or resident at the same address as yourself.

Name.....
 Address.....

 Post Code:
 Tel No
 Occupation.....
How long known

Name.....
 Address.....

 Post Code:
 Tel No
 Occupation.....
How long known

Do you hold a current full / provisional* driving licence? Yes [] No [] (*Delete as appropriate)

State any driving convictions in the past five years, continue on separate sheet if necessary

Health and Safety Information. Please provide the information requested below:

Vision: good / average / poor

Colour blind: Yes / No

Sense of smell: good / average / poor

Hearing: good / average / poor

DISCLOSURE

You are applying for a position of trust and in the event of being offered employment by Spears Worldwide, we may apply for a Disclosure. However, having a criminal record does not necessarily bar you from employment.

For more information ask a member of staff for a copy of the DBS Code of Practice / Disclosure Scotland Code of Practise and / or our Company policy statement regarding ex-offenders. Disclosure information is treated in a sensitive way and is restricted to those who need to see it to make a recruitment decision. By signing this document you allow the Spears Worldwide to see a copy of the Disclosure.

The Disclosure information is not retained i.e. it is disposed of within the timescales recommended in the DBS Code of Practice. By signing below you agree to this process.

Applicant name: NI number:

Applicant signature: Date:

Spears Worldwide Application Form (Continued)

SECURITY SCREENING AND DECLARATIONS

I understand that any offer of employment is subject to satisfactory screening. I consent to being security screened and will provide information as required.

I certify that to the best of my knowledge, the information that I have given in my application for employment is true and complete. I understand that any false statement or omission to Spears Worldwide or its representatives may lead to termination of employment without notice.

I understand and agree that if so required I will make a Statutory Declaration in accordance with the provisions of the Statutory Declarations Act 1835 in confirmation of previous employment or unemployment.

I authorise Spears Worldwide or its agents to approach Government agencies, former employers, educational establishments, criminal justice agencies and personal referees for information relating to and verification of my employment/unemployment record.

I consent to the Company's reasonable processing of any personal information obtained for the purposes of establishing my medical condition and future fitness to perform my duties. I accept that I may be required to undergo a medical examination where requested by Spears Worldwide. Subject to the Access to Medical Reports Act 1988, I consent to the results of such examinations to be given to Spears Worldwide.

I authorise Spears Worldwide to make a consumer information search with a credit reference agency, which will keep a record of that search and may share that information with other credit reference agencies.

I further declare that any documents that I provide as proof of my identity, proof of address, proof of right to work and any other documents that I provide are genuine and give my consent for these documents to be examined under a UV scanner or similar device. I acknowledge that any falsified documents may be reported to the appropriate authority.

I am aware that by signing this document I am bound by the Spears Worldwide Code of Confidentiality, this includes but is not limited to information regarding operatives, customers, suppliers, contractors, agency staff, and all other information regarding Spears Worldwide Ltd.

DATA PROTECTION ACT 1998

Spears Worldwide will use the information you have given on your application form (together with any information which we obtain with your consent from third parties) for assessing your suitability for employment. It may be necessary to disclose your information to our agents and other service providers. By returning this form to Spears Worldwide you consent to our processing personal data about you where this is necessary, for example information about your credit status, ethnic origin or criminal offences.

You also consent to the transfer of your information to your current and future potential employers where this is necessary (this may be to companies operating abroad if you apply for work outside of the United Kingdom).

Your information will be held on our computer database and/or in our paper filing systems. By signing below you agree to this process. You have the right to apply for a copy of your information (for which we may charge a small fee) and to have any inaccuracies corrected.

Applicant name: NI number:

Applicant signature: Date:

Office use only

I have checked the details of this application form and confirm that all information is complete and correct, to the best of my knowledge.

Print Name: Sign:
(Interviewer or Screening Officer)

Date:

DOCUMENTS REQUIRED FOR ID CHECK AT OUR OFFICES (Bring these with you)

- Photo ID** (British passport, birth certificate, driving licence (both parts))
- Right to Work** if non-UK citizen – Residence card or Permit, Home Office Letter
- 2 Proofs of address** – utility bill, bank statement, mobile phone contract (dated within last 3 months)
- SIA Card** and **SIA Training Certificate**
- DBS/CRB Check**

Also needed for application form – 3 character references, 5 year work history