



Part of the Countryliner Group

APPLICATION FOR EMPLOYMENT

Post Applied For	Preferred Location
Have you ever worked for C&S Coach Travel or Countryliner?	If so when and which garage?

Personal

Title	Surname	Forename/Given Names
Previous Names (If Applicable)	National Insurance Number	
Home Address		Date of Birth
How Long Have You Lived at This Address Yrs (if less than 10 please give previous address and dates on back of application)		Post Code
Home Tel. No.	Mobile Tel. No	Place of Birth

Due to the Nature of Some of the Work Carried Out by the company it is Necessary to ask for the Following Information:

Spouse/Others Over 13 years Old Living at the Above Address

1. Title	Surname	Forename/Given Names
Previous Names (If Applicable)	Date of Birth	Place of Birth
2. Title	Surname	Forename/Given Names
Previous Names (If Applicable)	Date of Birth	Place of Birth

If Any Other People Over the Age of 13 years Please continue on the Back of the application Form. This Information will remain STRICTLY CONFIDENTIAL and will only be used for Security Vetting purposes and is subject to the Data Protection Act.

Applicant Driver Licence Information

Do you hold:	Circle - Yes or No	Driver No: _____ / _____ / _____	
A current driving licence?	Yes No	Date held from	Expiry Date
PCV Entitlement	Yes No	Date held from	Expiry Date
LGV Entitlement	Yes No	Date held from	Expiry Date
Provisional PCV Entitlement	Yes No	Date held from	Expiry Date

<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Application No.</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Date Received.</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">Annl. Form Checked By:</div> <div style="border: 1px solid black; padding: 2px;">Suitable for Interview: Yes/No (If no state reason)</div>	Interview arranged with: At _____ (depot) On _____ (date) At _____ : _____ hrs Driving Assessment Pass Fail Medical Examination Date / / Time :
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Driver Licence Information 2

Are there any endorsements on your licence?	Yes	No	If yes please provide details:
Date of Offence	Convictions	No of points.....	Code
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Date of Offence	Convictions	No of points.....	Code

Are you subject to any pending motoring offences?	Yes	No	If yes please provide details:
Date of Offence	Notice of Offence		

Please give details of any road accidents, blameworthy or other, in which you have been involved in the last five years (include dates and details)

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Convictions and Legal Proceedings

With the exception of offences which are "spent" under the terms of the "Rehabilitation for Offenders Act 1974", enter the exact details of any criminal or court martial convictions. Please enter details of any outstanding Summons of Prosecution. Before answering the question, you should note that if you have failed to give relevant particulars or should you give false information you will not be considered for employment or if already engaged; you will be liable to instant dismissal. **If you have no convictions or outstanding summonses write "None"**

Date of Offence	Date of Conviction	Nature of Offence	Sentence or Court Order

Would you object to a background check to ascertain "unspent convictions"? **Yes** **No**

General Education and Training

To include any full/part time courses, including apprenticeships, correspondence and vocational qualifications

Date from/to	Subject / course title	Qualifications / Grades	Date

If a PCV holder, please provide details of where PCV training was undertaken

Employment Details

Please include details of present or most recent employment and ALL employment over the last seven years, as well as all previous PCV operation employment. Include any voluntary work in this section as well. (If necessary continue on separate sheet and attach).

Current or Most Recent:

Name / Address	Job held & duties	Salary	Date employed	Reason for leaving
Name & Title of Supervisor				

Previous Employment:

Name / Address	Job held & duties	Salary	Date employed	Reason for leaving
Name & Title of Supervisor				

Name / Address	Job held & duties	Salary	Date employed	Reason for leaving
Name & Title of Supervisor				

Name / Address	Job held & duties	Salary	Date employed	Reason for leaving
Name & Title of Supervisor				

Name / Address	Job held & duties	Salary	Date employed	Reason for leaving
Name & Title of Supervisor				

What length of Notice will you be required to give to your present employer

On what date would you be available to commence employment with Countryliner ____ / ____ / ____

Vocational Qualifications and Other Skills

Please give details of any qualifications or skills (for example first aid certificate, NVQs etc)

Further Information

Please give details of any further information that may help in assessing your application

References

Please provide names and details of two referees, one of who must be your present or last employer. The other may be someone who has known you for at least two years and not a relative.

Name, title and address of referee Please include name and title of immediate supervisor Name of Supervisor		
Title / Position		
Company Name		
Address		
Tel No.		
Can we contact now?	Yes	No

Name, title and address of referee In what capacity do you know this person?		
Name		
Address		
Tel No.		
Can we contact now?	Yes	No

Declaration & Validity

I declare that the information given on this application form is to my knowledge true and accurate. I understand that if it is later discovered that any statement is false or misleading, I may be discharged from employment with C&S Coach Travel and the *Countryliner Group*. With the exception of offences which are spent under the "Rehabilitation of Offenders Act 1974", I have included details of criminal or court martial convictions, including driving convictions. I agree to the details in this application being used in vetting procedures with Local Authorities for the Protection of Children and for HM Armed Forces or Police purposes associated with my employment. I agree to a pre-employment medical examination in line with procedure, and acknowledge that if I fail either of these my employment may be terminated. I am legally entitled to take paid employment in the United Kingdom.

SIGNATURE OF APPLICANT DATE