



## Application Form for Advanced Modern Apprenticeship

PRIVATE AND CONFIDENTIAL  
PLEASE COMPLETE IN BLOCK CAPITALS AND BLACK INK

### PERSONAL DETAILS

Surname

Forename(s)

Address

Contact Numbers:

Daytime

Evening

Mobile

**Do you require a work permit to work in the UK?**

Yes  No

It is unlawful to employ a person who does not have permission to work in the UK. Leyland Trucks will not be able to employ you if you cannot produce appropriate documentation when requested.

We are unable to apply for a work permit until all European Economic Area (EEA) options have been eliminated.

**Why have you applied to Leyland Trucks for an Advanced Modern Apprenticeship?**

All or parts of the information on this form may be stored on computer files and used for the purpose of personnel administration. Such use will be subject to the provision of the Data Protection Act 1998.

## EDUCATION AND QUALIFICATIONS

School	From	To	Qualifications Obtained (subject and grade e.g. GCSE)

College	From	To	Qualifications Obtained (subject and grade e.g. A-Level)

Please give details of positions of responsibility held (Schools or Clubs)

## WORK EXPERIENCE

Please complete the following section in date order beginning with your current or most recent employment.

NAME & ADDRESS OF EMPLOYER	POSITION HELD	From	To

Please continue on a separate sheet if necessary

## ADDITIONAL INFORMATION

**Please give details of interests, hobbies and pastimes:**

**Please use this section to support your application by describing any particular skills, knowledge and experience you have gained and how they will assist your application.**

## REFERENCES

Any offer of employment is subject to us receiving two references which we deem satisfactory. You may give both references from your School / College, or one from schools and one from an employer. Please give names, telephone numbers and occupations of the two referees.

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## CONDITIONS OF APPLICATION AND EMPLOYMENT

When you complete this form you accept that employment with Leyland Trucks is subject to the following conditions:

- Satisfactory references will be required (see above)
- Passport or identification documents must be produced in compliance with Home Office Legislation.
- A pre-employment medical must be passed.
- Evidence of any relevant qualifications must be produced.

### Declaration:

I certify that the information given on this application form including the equal opportunities monitoring form is correct. I understand that any willful omission or falsification may lead to the disqualification of this application or dismissal if appointed

Signed \_\_\_\_\_

Date \_\_\_\_\_

When you have completed this form please return to:-

Human Resources Department  
Leyland Trucks Ltd  
Croston Road  
Leyland  
Lancashire  
PR26 6LZ.

# EQUAL OPPORTUNITIES MONITORING FORM

Please complete this form in order to help us monitor Equal Opportunities in Employment. This form will be kept separate from your application form, and has no part in the selection process.

Surname

Forename(s)

Position Applied For

Please tick appropriate box

Male

Female

Date of Birth

Ethnic Origin:

White

- British  
 Irish  
 Other

\_\_\_\_\_

Mixed

- White and Black Caribbean  
 White and Black African  
 White and Asian  
 Other

\_\_\_\_\_

Asian

- Indian  
 Pakistani  
 Bangladeshi  
 Other

\_\_\_\_\_

Black

- Caribbean  
 African  
 Other

\_\_\_\_\_

Chinese

- Chinese

## DISABILITY DISCRIMINATION ACT (DDA) - REASONABLE ADJUSTMENTS

If you suffer with a disability as defined by the DDA, are there reasonable adjustments that can be made to assist you should you be invited to a selection event or at the workplace if you are offered employment?

Yes

No

(if yes please give information)

## REHABILITATION OF OFFENDERS ACT 1974

Have you ever been convicted of a criminal offence other than a spent conviction under the Rehabilitation of Offenders Act 1974?

Yes

No

(if yes please give information)

How did you hear about this vacancy:-

FOR OFFICE USE ONLY: ON DATABASE