### Careers With

# Caldwell



Name	
Position	
Applied for	
Date	

Caldwell Consulting

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## Title: Surname: Forename(s): Address: Date of Birth: Email: Telephone Mobile No. No. Do you have a clean and current Driving Licence? Yes □ No □ Do you own a car or have access to a car for business use? Yes 🗆 No □ Caldwell Consulting is aware that some people with disabilities may not be able to hold a driving licence. If appropriate please demonstrate how you can fulfil the mobility requirements for the post for which you are applying. Have you ever been convicted of a criminal offence Yes □ No □ which is not yet spent under the Rehabilitation of Offenders Act 1974? If yes - please give details: Medical History - give details of any illness, operation or accident resulting in absence from work exceeding 20 working days in any 12-month period. PROFESSIONAL MEMBERSHIP: Please detail below membership of any professional bodies: Professional Body Level / Grade of Membership

**PERSONAL DETAILS:** 

#### **EDUCATION AND TRAINING:**

Please list below details of schools, colleges and other places of education and training that you have attended and any grade or qualification obtained, start with the most recent and continue in chronological order:

Establishment	Year	Qualification		(	Grade	
		T				
	_	T				
	_	T				
Additional skills / qualifications, scholarships, prizes, Health & Safety, CSR, etc.						
COMPUTER SKILLS:						
Please complete the list below indicating computer ability, if you are unfamiliar with the software please leave it blank:						
Application		Basic	Moderate	Extens	sive	
MS Word						
MS Excel						
MS PowerPoint						
MS Access						
AutoCAD						
Revit						
Amtech						
IES VE						
120 VL	1					
	]					
	<u> </u>					

#### **CAREER HISTORY:**

Please schedule	your emplo	vment history	in reverse order.	, starting with the	present or latest one:

Name and address of employer	Date from	Date to	Position(s) held and brief descrip	otion of duties		
		ı				
		I	T			
	T	T	T	_		
	Γ	T				
		Ι	I			
Additional career details	Additional career details					
Longth of termination nation						
Length of termination notice required by present employer			Current Salary			
roquired by procent employer			Current Salary			
			Expected Salary			
SECTOR EXPERIENCE:						
Please indicate work sectors in which you have experience:						
Education			ICT			
Apartments / Housing			Social Housing			
Hotels			Industrial			
Conservation			Sustainability			
Retail			Security			
Healthcare			Religion			
Leisure			Legal			
Offices			Facility Management			

#### **REFERENCES**

Please provide the names and addresses of two referees. The referees scheduled should include at least one from a recent employer or education if within the last five years.

Nama					
Name					
Position and/or organisation as applicable					
Address					
Telephone No.					
·					
Relationship with Applicant					
Name					
Position and/or organisation					
as applicable					
Address					
Telephone No.					
Relationship with Applicant					
May we contact your present er	mployer for reference prior to interview Yes   No				
OTHER INFORMATION					
Please add any further information	tion you consider to be relevant to your application:				
DATA PROTECTION					
	contained within this application form, you are consenting to its use for the and monitoring the efficiency of our recruitment and selection procedures.				
p. 13000g c. you. application t	and mentioning the emissions, or ear restaurion and estection production				
	is complete and accurate to the best of my knowledge, I agree that the dismiss me should the information given by me prove to be inaccurate or				
Signature	Data				
of applicant	Date				
We request that your completed monitoring questionnaire be returned with this Application Form under separate cover.					

Yes □ No □

Have you reviewed the job description

#### **MONITORING QUESTIONNAIRE - PRIVATE AND CONFIDENTIAL**

**EQUALITY OF OPPORTUNITY** 

Caldwell Consulting is an Equal Opportunities Employer. We do not discriminate on grounds of religious belief or political opinion, disability, gender, marital status, age, race, nationality or ethnic origin. We practice equality of opportunity in employment and select the best person for the job.							
To demonstrate of	our commit	ment to equality of op	portunit	y in employme	nt we need	to monitor our applicar	nts
and employees.							
Marital Status							
Married		Single		Other			
Gender							
Male		Femal	e 🗆				
Disability							
Have you any dis	abilities you	u would like us to know	w about	? Yes :	□ No □	If yes describe:	
If you have a disability what adjustment, if any, can we make to assist you in the job role / interview							
Nationality							
0	thais Dash						
Community and E	tinnic Back	aground ————————————————————————————————————					
Community Back	ground						
I am a member of the Protestant Community							
I am a member of the Roman Catholic Community							
I am a member of nether the Protestant or Roman Catholic Community							
Ethnic Backgrour	ıd						
White		Black Caribbean		Pakistani		Mixed ethnic Group	
Irish Traveller		Black African		Chinese		Other	
Indian		Black other		Bangladeshi			

Note: It is a criminal offence under the legislation for a person to "give false information.....in connection with the preparation of the monitoring return".

Please ensure that your questionnaire is placed in the STRICTLY PRIVATE AND CONFIDENTIAL white envelope provided and returned to the Monitoring Officer.