

Position Applied for: _____ Available Start Date: _____

Rose Temporary Employment Agency Inc.

It is important that you read the job description before completing this application form. Please complete this form fully using **black ink** or type. **CVs are not accepted**. Applications received after the closing date will not normally be considered.

THE INFORMATION YOU SUPPLY ON THIS FORM WILL BE TREATED IN CONFIDENCE.

Section 1 Personal details

Last Name: _____ First Name: _____ Suffix: _____

Address: _____

Home number: _____ Daytime number: _____

Mobile number: _____

E-mail address: _____

Do you need permission to work in the United States? Yes No

Driving License – if relevant to post applied for.
Do you hold a full, clean driving license valid in the US? Yes No

Employment offers will be contingent to providing relevant evidence of the above details prior to your employment.

Section 2 Present Employment

Present Employment (If now unemployed give details of last employer)

Name of Employer: _____

Address: _____

Work Phone: _____ Position: _____

Can we contact you at work? Yes No

Date began work: _____ Salary: _____

Description of Duties:

Period of Notice Needed:

Last day of employment (if no longer employed):

Reason for leaving:

Section 3 Previous Employment

Previous Employment (most recent employer first).

Name of Employer:

Address:

Position:

Description of duties:

Start Date:

Last day of Employment

Reason for leaving:

Section 4 Computer, IT Training and/or Skills

Please give details of any training and development courses or non-qualifications courses which support your application. Include any on the job training as well as formal courses.

Continue on a separate sheet if necessary

Title of Training Program or Course	Duration of Course

Continue on a separate sheet if necessary

Section 5 Education

Qualifications obtained from Schools, Colleges and Universities. Please list highest qualification first:

College or University	Course	Qualifications and grades obtained
School	Subjects	Qualifications and grades obtained

Continue on a separate sheet if necessary

Section 6 Professional, Technical or Management Qualifications

Please give details:

Professional/Technical/ Management Qualifications	Course Details
Membership of any Professional / Technical Associations- Please state level of Membership:	

Continue on a separate sheet if necessary

Section 7 References

Name	Title/Relation	Company/Address	Phone number

READ CAREFULLY: I certify that the information contained in this application is correct to the best of my knowledge and understand that any misstatement or omission of information may result in denial of employment or discharge. I authorize the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

Signature _____ Date _____