

CONFIDENTIAL
APPLICATION FOR EMPLOYMENT

(Please complete this application form in black ink and then return it to HR Department at the address below).

POST APPLIED FOR:

PERSONAL INFORMATION

Full Name:	Title:
Current Address:	
Daytime Telephone Number:	
E-mail Address:	
Do you have the right to take up employment in the UK?	YES / NO

EDUCATION AND QUALIFICATIONS

(From GCSE or equivalent to degree level in chronological order)

Schools, Colleges, Universities or Institutes Attended	Dates (Month/Year)		Qualifications gained, including subjects, grades or results expected
	From	To	

PROFESSIONAL QUALIFICATIONS

Details of any Professional Qualifications and/or Membership of Professional Associations

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EMPLOYMENT HISTORY

(Please give details of your last three jobs, beginning with your present or most recent. Any relevant posts held before then may also be mentioned).

Employer's Name & Address:		
Job Title:	Start Date:	Leave Date:
Brief Description of Main Duties:		
Reason For Leaving:		
Salary on Leaving:		

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Job Title:	Start Date:	Leave Date:
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SUITABILITY & INTERESTS

(Please use this space to tell us why you are interested in the post for which you have applied and provide any other information that may assist your application, use a separate sheet of paper if necessary).

OTHER INFORMATION

Have you ever been convicted of a criminal offence?
(Declaration subject to the Rehabilitation of Offenders Act 1974) YES/NO

Have you ever been bankrupted? YES/NO

How many weeks or months' notice do you have to give to your current employer?

Do you have a Personal Relationship with any member of staff at TBUK? YES/NO
If so please give details:

If you have a disability please tell us about any adjustments we may need to make to assist you at interview:

Please tell us if there are any dates when you will not be available for interview:

REFERENCES

(Please give details of two referees, one of whom must be your present or most recent employer).

Name:	Relationship to you:
Address:	
Telephone:	E-mail:

Name:	Relationship to you:
Address:	
Telephone:	E-mail:

DECLARATION

For the purpose of the Data Protection Act 1998 I give my consent to this form and related information being processed and retained on file during my entire employment with the Bank and for a reasonable period thereafter. I also consent to Turkish Bank (UK) Ltd verifying the information I have provided with relevant third parties in administering its recruitment process.

I declare that the information I have given on this form is, to the best of my knowledge, true and complete. I understand that the Bank may wish to check any of the details that I have provided and if it is subsequently discovered that any statement is false or misleading, that I have withheld relevant information or my references prove to be unsuitable, my application may be disqualified or, if I have already been appointed, I may be dismissed.

Signature of Applicant **Date**