

# **APPLICATION FORM – PA LEYTONSTONE**

*Please answer all sections on both pages, in your own handwriting.*

**Name**

**Age**

**Gender**

**Telephone number**

**Email address**

**Address**

**How do you prefer to be contacted?**

**Telephone call / Text message / Email**

*Delete as appropriate*

**Are you eligible to work in the UK?**

**YES NO**

**Do you have a bank account to receive your pay?**

**YES NO**

**Are you willing to be CRB checked?**

**YES NO**

**Are you able to work all year round, including school holidays?**

**YES NO**

**Have you ever been convicted of a criminal act?**

**YES NO**

**If you've been convicted of a criminal act, give details:**

**How would you describe your personality in five words?**

**Name something you think you'd be good at in this PA job, and something you think you'd find more challenging, with brief reasons.**

**Please give the details of two referees (name, contact details, and the capacity in which they know you). At least one of them should be relevant to your past employment or training.**

**1)**

**2)**

**Current or most recent employer (contact name, address and phone number):**  
(They will not be contacted without your knowledge.)

**If there are any adjustments that you will require at interview, please specify:**

**Is there anything else you'd like to add, to tell me about your application?**

**Please sign and date this form to confirm that the above information is true.**

**Signed:**

**Date:**

**PLEASE POST THIS FORM BACK TO:**

**PA Application  
1 Davies Lane  
London  
E11 3DR**

**CLOSING DATE: Monday 29 April 2013  
Interviews will be held at the start of May.**