

# MERCURY DIRECT HOME CLEANING LTD APPLICATION FOR EMPLOYMENT

<b>PRIVATE AND CONFIDENTIAL</b>		Ref. No: _____
Return this form to: Mercury Direct Home Cleaning Ltd 26 Waarden Road, Canvey Island, Essex, SS8 9AB		
<b>POSITION APPLIED FOR: Part Time Home Cleaner</b>		
Surname	Forename(s)	Title
Address		
Postcode	E-mail address	
Date of birth	Home Telephone Number	
NI No. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Mobile Telephone Number	
Current driving licence? Yes/No Groups: Expiry Date:	Details of Endorsements	
Are there any restrictions on you taking up employment in the UK?    Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please provide details)		

## EDUCATION HISTORY

Schools/colleges/university	Qualifications gained
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## EMPLOYMENT HISTORY (Please complete in full and use a separate sheet if necessary)

FROM - TO	NAME & ADDRESS OF EMPLOYER	JOB TITLE	DUTIES	RATE OF PAY	REASON FOR LEAVING

Notice required in current post:
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## OTHER EMPLOYMENT

Please note any other employment you would continue with if you were to be successful in obtaining this position.
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# MERCURY DIRECT HOME CLEANING LTD

## EQUAL OPPORTUNITY MONITORING

We are an equal opportunity employer. The aim of our policy is to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, ethnic or national origin, religious belief, political opinion or affiliation, sex, marital status, sexual orientation, gender reassignment, age or disability, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our selection criteria and procedures are frequently reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities.

All employees are given equal opportunity and are encouraged to progress within the organisation.

We are committed to an ongoing programme of action to make this policy fully effective. To ensure that this policy is fully and fairly implemented and monitored, and for no other reason, would you please provide the following information:-

**I would describe my ethnic group and sex as:- (please tick one box for your ethnic group and one box for your sex)**

**A) White**

- English                                       Scottish  
 Welsh     Irish  
 Any other White background, please specify .....

**B) Mixed**

- White and Black Caribbean               White and Black African  
 White and Asian  
 Any other Mixed background, please specify .....

**C) Asian, Asian British, Asian English, Asian Scottish or Asian Welsh**

- Indian     Pakistani  
 Bangladeshi  
 Any other Asian background, please specify .....

**D) Black, Black British, Black English, Black Scottish or Black Welsh**

- Caribbean                                       African  
 Any other Black background, please specify .....

**E) Chinese, Chinese British, Chinese English, Chinese Scottish, Chinese Welsh or other Ethnic Group**

- Chinese  
 Any other background, please specify .....

**F) Sex**

- Male     Female

**Name:** ..... **Signed:** .....

**Date:** .....