

# APPLICATION FORM

ONLY INFORMATION PROVIDED ON THIS APPLICATION FORM WILL BE CONSIDERED BY THE PANEL. Candidates must outline clearly how their qualifications and experience meet both the essential and desirable requirements. All information given will be treated with the strictest confidence. Continuation sheets may be added if necessary. All completed application forms should be returned to [info-rmd@rubblemaster.com](mailto:info-rmd@rubblemaster.com). If you are unable to return your application form via email please post your application form to RM Dungannon, 48 Coalisland Road, Dungannon, Co Tyrone BT71 6LA.

1. POSITION APPLIED FOR: \_\_\_\_\_

REF: \_\_\_\_\_

For Office Use: Closing Date: \_\_\_\_\_

Date Received: \_\_\_\_\_

## 2. PERSONAL DETAILS:

First Name	
Surname	
Contact number	
Address	
Postcode	
Email address	
National Insurance number	
Share Code	
Passport Number	

<p><b>Do you have the right to work in the UK? (Please circle)</b></p> <p><i>Note: the company will require proof of this right before an offer of employment can be confirmed – eg: Birth Certificate, share code and/or any other appropriate document required to confirm your right to work in the UK as required by the Asylum and Immigration Act 1996.</i></p>	Yes	No
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### 3. EMPLOYEMENT HISTORY:

(Please list chronologically, starting with current or last employer)

Name of Employer			
Address of Employer			
Nature of the Business			
Start date:		End date:	
Job Title			
Job duties / Responsibilities			
Reason for leaving			
Final pay			

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#### 4. EDUCATION:

Year	Level (GCSE /A-Level) etc.	Subject / name of course	Grade Attained



**5. FURTHER TRAINING AND HIGHER EDUCATION:**

Year	Level	Name of Institution	Course / Subject taken	Grade Attained

**6. BOOKED HOLIDAYS:**

Do you have any holidays booked in the next 6 months?

*If yes, please state the dates:*


**7. CONVICTIONS:**

Have you ever been convicted of a criminal offence?

YES ☐ NO ☐

If yes, please state:

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Failure to declare a conviction, caution, or a pending prosecution, may disqualify you from appointment or result in summary dismissal.

Disclosure of a criminal record will not necessarily exclude you from employment with RMD.

As an employer, RMD promotes fair employment, equal opportunities, and good relations.

**8. REFEREES:**

Please give the names and addresses of two referees who are not related to you, who have the knowledge of your work experience and achievements. Where appropriate, at least one should be your present or last employer.

Name:	Name:
Position:	Position:
Company:	Company:
Address:	Address:
Telephone Number:	Telephone Number:
Relationship:	Relationship:

**9. DECLARATION:**

I hereby declare that all information given in this application is true & correct to the best of my knowledge. I understand that knowingly giving false information, holding back or not disclosing any material fact, may lead to disqualification or if appointed to dismissal.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

If you wish to provide additional relevant information, please attach an additional sheet to the application form.

***Applications must be completed in full and returned before the closing date.  
Late or incomplete applications WILL NOT be considered.***

Note: Any candidate found to have knowingly given false information, or to have wilfully suppressed any material fact will be liable to disqualification, or if appointed, to dismissal.