



**Employment History:**

Please put most recent jobs first. Reason for leaving must be clearly stated. All periods of unemployment or gaps must be explained

Job Title	Name and Address of Employer	From	To	Brief description of duties	Reason for Leaving	Salary on leaving

**Education** (CSE,GCSE, RSA, A Levels or Equivalent, Degree, Diploma, BTEC, C&G NVQ etc)

Where you studied	Subject	Qualification gained/ Level	Grade	Date of exam/award

**Applicants with a disability**

WIS International is committed to treating job applicants with a disability equally and fairly, making reasonable adjustments where necessary.

Do you consider yourself to have a disability?    Yes           No      

If you are invited to an interview we will ask you if you require adjustments to make the interview process accessible.

**Employing People with a criminal record**

Criminal records are only taken into account when the conviction is relevant. Do not disclose convictions which are spent under the Rehabilitation Offenders Act 1974. An unspent conviction will not necessarily bar you from employment as this will depend upon the circumstances and background to your offence (s).

Have you ever been convicted of a criminal offence?    Yes           No   

Nature of Offence

Date of Conviction

**Data Protection Act** Information on this form may be held on manual or computer systems. We will observe strict confidentiality and disclosures will only be made for payroll, administrative and statistical purposes.

The information I have given is true and correct to the best of my knowledge, I understand that any job offer will be subject to satisfactory checks, and that if I am appointed and this information is inaccurate, I am liable to disciplinary action that may result in my dismissal.

Signed:

Print Name:

Date: