

**Appletree Press Limited
The Old Potato Station
14 Howard Street South
Belfast, BT7 1AP**

Application Form

Ref No:

We are an Equal Opportunities employer and we welcome applicants regardless of religious belief, political opinion, sex, marital status or disability

Position Applied For:

Mr./Ms./Miss (Delete as appropriate)

Surname:

Forenames:

Date Of Birth: / /19

Address:

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..... Post Code:.....

Telephone No. (Include STD Code)

Relevant Employment (Including Voluntary Work)

Please start with your present or last employment.

From/To	Name/Address of Employer	Position held and Duties	Salary	Reason for leaving

From/To	Name/Address of Employer	Position held and Duties	Salary	Reason for leaving

Any further information in support of your application

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Are you a registered Disabled? **Yes / No**

Do you have a current driving licence? **Yes / No**

Do you have a car or access to a car for business use? **Yes / No.**

MEDICAL HISTORY: Give details of any illness, operation or accident resulting in lengthy absence from work.

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EDUCATION: Give names of Schools / Colleges

From	To	School / College	Subjects Taken	Grade

REFEREES: Please name of two referees:

Name	Address	How known

I certify that all the information I have given is correct. I understand that any false information given may result in any job offer being withdrawn.

Signed: _____ Date: _____

How did you find out about this position? (please circle)

Belfast Telegraph newspaper Belfast Telegraph website Word of mouth

Other (please specify).....

Employee Monitoring Questionnaire

The Equality Commission for Northern Ireland requires us to ask you to complete this form. When you have done so, please seal it in an envelope marked "Monitoring Officer" and return it with your completed Application form.

PRIVATE & CONFIDENTIAL

EQUALITY OF OPPORTUNITY

REF NO.

We are an Equal Opportunities employer. We do not discriminate on grounds of religious belief or political opinion. We practice equality of opportunity in employment and select the best person for the job.

To demonstrate our commitment to equality of opportunity in employment we need to monitor the community background of our employees, as required by the Fair Employment Act 1989.

Regardless of whether we practice religion, most of us in Northern Ireland are seen as either Catholic or Protestant. We are therefore asking you to indicate your community background by ticking the appropriate box below.

I am a member of the Protestant community

I am a member of the Roman Catholic community

I am a member of neither the Protestant or Roman Catholic community

Could you please indicate whether you are: Female:

Male:

If you do not complete this questionnaire, we are encouraged to use the 'residuary' method which means that we can make a determination on the basis of personal information on file.

Note:

It is a **criminal offence** under the legislation for a person to "give false information ... in connection with the preparation of the monitoring return".