

KEYWORDS:

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I.D TAKEN – PASSPORT/ BIRTH CERTIFICATE/ PHOTO I.D./OTHER

AVAILABILITY LIST?

IMMEDIATE?

TEMP OR PERM

START HERE

DATE REGISTERED:     /     /

National Insurance Number

Surname:

Forename:

Home Tel:

Date of Birth (if under 22):

Mobile:

Email:

Address:

Driver?

Car Owner?

Smoker?

Do you have any unspent convictions? Yes/No

Engineering Qualifications:

**Employment details:** (Please print)

Company	Job Title:	Start & end dates (approx)	Salary/Wage	Reason for leaving
Town/City				
Company	Job Title:	Start & end dates (approx)	Salary/Wage	Reason for leaving
Town/City				
Company	Job Title:	Start & end dates (approx)	Salary/Wage	Reason for leaving
Town/City				

**Work References 1.** (Please print)

**Work Reference 2.** (Please print)

Contact name .....

Their position .....

Company Name .....

Town/City .....

Your position .....

Reason for leaving .....

Can we contact immediately? Y/N

Contact name .....

Their position .....

Company Name .....

Town/City .....

Your position .....

Reason for leaving .....

Can we contact immediately? Y/N

Please indicate experience gained in the boxes below with a

Time Served	Toolmaker (Jigs & Fixtures)	Welder/Fabricator	Control Panel Wirer
CNC Milling 3 Axis	Toolmaker (Press Tools)	Welder - Coded Standard	Electrical Maintenance
CNC Milling 4 Axis	Machine Minding/Loading	TIG Welder	Electrical Installation
CNC Milling 5 Axis	Mechanical Assembly	MIG Welder (Mild Steel)	Electrical Test Engineer
Programming Fanuc	Mechanical Fitter	MIG Welder (Stainless)	CAD/CAM
Programming Hiedenhien	Machine Tool Fitter	Light Press Operator	Design Engineer
Milling Machining Centres	Mechanical Maintenance	Power Press Operator	Project Engineer
NC Milling	Mechanical Test (NDT/DT)	Robot Welder	Production Engineer
CNC Turning	Press Brake Bystronic	Metallurgist/Laboratory	Buyer
Turner Swiss Auto <input type="checkbox"/>	Turning Turret Lathe <input type="checkbox"/>	Press Brake LDV	Quality Engineer
Centreless Turner <input type="checkbox"/>	Centre Lathe Turner <input type="checkbox"/>	Press Brake Edward Pierson	Quality Inspector
Grinding Manual <input type="checkbox"/>	Surface Grinding <input type="checkbox"/>	Press Brake Trumpf	CMM experience
Grinding External <input type="checkbox"/>	Cylindrical Grinding <input type="checkbox"/>	Sheet Metal Worker	Service Engineer
Internal Grinding <input type="checkbox"/>	Universal Grinding <input type="checkbox"/>	Laser Operator (Sheet Metal)	Applications Eng
CNC Operator (No Setting)	Laser Operator (Water Jet)	Sales Engineer Internal	Health & Safety
Manual / Conventional Machinist (Skilled)	Laser Operator (Engraving)	Sales Engineer External	Facilities Management
			Engineering Stores

Other engineering skills not listed:

**Job Expectations:**

Locations willing to travel to work: Rugby <input type="checkbox"/> Coventry <input type="checkbox"/> Leicester <input type="checkbox"/> Daventry <input type="checkbox"/> Northampton <input type="checkbox"/> Leamington Spa <input type="checkbox"/>				
What are your minimum salary expectations?				
Are you available for temporary work? Yes / No	Are you available for permanent work: Yes / No	Will you work Double Day shifts? Yes / No	Will you work night shift? Yes / No	Are you prepared to work away from home? Yes / No
Can we send your CV to multiple companies/ vacancies? Yes / No		Can we include your CV in our monthly mail-out to companies? Yes / No		
Which other agencies are you registered with:				

To save yourself and Rugby Recruitment any embarrassment could you please detail any current interviews or applications outstanding with other employers.

**Interviews attended**

1. Company:	Position applied for:	Date:
2. Company:	Position applied for:	Date:
3. Company:	Position applied for:	Date:

**Interviews arranged**

1. Company:	Position applied for:	Date:
2. Company:	Position applied for:	Date:
3. Company:	Position applied for:	Date:

<i>How did you hear of Rugby Recruitment.</i>	Friend <input type="checkbox"/>	Colleague <input type="checkbox"/>	Internet <input type="checkbox"/>	Newspaper <input type="checkbox"/>
	Previously placed by Rugby Recruitment <input type="checkbox"/>			
	Other .....			
<i>What on-line job boards are you registered with?</i>	Jobsite <input type="checkbox"/>	CV-library <input type="checkbox"/>	Monster <input type="checkbox"/>	Myjobgroup <input type="checkbox"/>
	Fish4jobs <input type="checkbox"/>	Job Centre Plus <input type="checkbox"/>	Totaljobs <input type="checkbox"/>	Theengineer <input type="checkbox"/>
	Reed <input type="checkbox"/>	Planet Recruit <input type="checkbox"/>	Just Engineers <input type="checkbox"/>	Innovantage <input type="checkbox"/>
	Others .....			
<i>In which local newspapers would do you look for jobs?</i>	Rugby Observer <input type="checkbox"/>	Rugby Times <input type="checkbox"/>	Hinckley Times <input type="checkbox"/>	
	Coventry Observer <input type="checkbox"/>	Coventry Times <input type="checkbox"/>	Leamington Courier <input type="checkbox"/>	
	Leamington Observer <input type="checkbox"/>	Warwickshire Times <input type="checkbox"/>	Hinckley Herald & Journal <input type="checkbox"/>	
	Coventry Telegraph <input type="checkbox"/>	Nuneaton Tribune <input type="checkbox"/>	Daventry Express <input type="checkbox"/>	
	Others local newspaper .....			None <input type="checkbox"/>

**Health and Disability:**

The following questions on health and disability are asked in order to find out your needs of reasonable adjustments to access our recruitment service and to find out your needs in order to perform the job position sought.

**Do you have any health issues or a disability relevant to the position or role you seek? Yes/ No**

**If Yes, please specify.**

If you have a disability, what are your needs in terms of reasonable adjustments to enable you to perform the role sought, access the recruitment service, and attend interviews or to take aptitude tests etc?

**Work Status information:**

**In line with Home Office guidance on the prevention of illegal working we will need to verify and take a copy of your original ID documentation as evidence of your right to work in the UK.**

**Do you have immigration permission to work in the UK? Yes/ No**

Candidate Declaration:

I hereby confirm that the information given is true and correct. I consent to my personal data and CV being forwarded to clients. I consent to references being passed onto potential employers.

**Signed:**

**Date:**

The information that you provide on this form and on any CV given will be used by Rugby Recruitment Services Ltd to provide work finding services. In providing this service to you, you consent to you personal data being included on a computerised database and consent to us transferring you personal details to our clients. We may check the information collected, with third parties. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other way permitted or required by law.

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