

Job Application Form

This form should be submitted by post or by email. Please either fill out the form directly in Microsoft Word, or print out and fill in by hand in black ink in block capitals.

email: careers@inter-resolve.com

post: InterResolve, HR Department, 120 Fenchurch Street, London, EC3M 5BA

Please complete this form accurately. Shortlisting will be based on the information gathered from this form, and on your CV. You will be advised of the outcome of your application by telephone or in writing.

Title	
Surname	
First Name	
Home Address	
Post Code	
Home Phone Number	
Mobile / Other Phone Number	
Email Address	

Position Applied For:	
Where did you see the post advertised?	

Current UK Driving License Held?	Yes / No
Are there any restrictions regarding your employment? e.g. Do you require a work permit? <i>If yes, please supply details on a separate sheet.</i>	Yes / No
How much notice do you need to give you current employer, if any?	

You should send a 3 page CV with this application form. Please ensure your CV covers:

- Details of your current and recent employment.
- Your main duties and responsibilities at your current and/or previous employment.
- Your reasons for leaving your current and/or previous employment.
- An outline of your education.
- Any relevant training or qualifications.
- Any references you wish to include.