

Cleaning Contract Application Form

'Ethical cleaning without costing the earth'

4, Regent Terrace
Rita Road
London
SW8 1AW
0207 091 9721
www.thecleanspace.com

Please complete this accurately, giving as many details as possible of your skills and experience relating to this application for cleaning contracts.

Short listing will be based on the information gathered from the form. You will be advised of the outcome of your application in writing.

Please ensure the finished form is printed out, signed, dated and returned. We are unable to accept forms returned as email attachments without a signature.

Please either type directly in this form using *Microsoft Word* or print out and complete the form in black ink and **BLOCK CAPITALS**.

1. Personal Information		
Title	Surname	First Name
Home Address		
Post Code		
Home Telephone Number		
Mobile Telephone Number		
Email Address		
Date of Birth		
Nationality		
National Insurance Number		
Do you hold a current UK/ EU Passport?		
If 'No', give details of your passport		
If you do not have a current UK/ EU Passport do you have a current work permit?		
Have you ever been convicted of a criminal offence either in the UK or overseas?		
If 'yes' please give details (use reverse if necessary)		
How did you hear about the Clean Space?		

2. Your Requirements	
Are you looking for part or full time hours?	

Do you want to work alone or with others?	
Do you have a car?	
How many days per week are you looking for?	
What times are you available?	
In which areas do you wish to work? (please provide postcodes)	
How much guaranteed monthly income would you like from The Clean Space?	
How much investment do you have available?	

3. Your Work Experience	
Please list any relevant work experience, beginning with your most recent employment. Please attach additional sheets if required	
a) Company Name	
Company Address	
Position Held	
Employment Dates (From-To)	
Reason for leaving	
List the duties performed in this role and skills used	
Detail any training given	
b) Company Name	
Company Address	
Position Held	
Employment Dates (From-To)	
Reason for leaving	
List the duties performed in this role and skills used	
Detail any training given	
c) Company Name	

IT IS A CONDITION OF CONTRACT THAT ALL APPLICANTS MUST BE ABLE TO READ AND WRITE IN ENGLISH

Company Address	
Position Held	
Employment Dates (From-To)	
Reason for leaving	
List the duties performed in this role and skills used	
Detail any training given	
Please detail any other work experience which might be relevant to your application	
Please detail any supervisory experience you have (either inside or outside of work)	
Have you ever run your own business?	

<p>c) Educational Information</p> <p>Please detail your educational history (University/ College/ School. Qualifications Obtained) Please continue on the reverse if necessary</p>

IT IS A CONDITION OF CONTRACT THAT ALL APPLICANTS MUST BE ABLE TO READ AND WRITE IN ENGLISH

Why do you want to work for The Clean Space?

What are your future plans? Short Term?

What are your future plans? Long Term?

Please Provide Two References
References will only be taken up with your consent upon offer of contracts.

1)Company Name	
Company Address	
Contact Name	
Company Telephone Number	
Contact Email Address	
2)Company Name	
Company Address	
Contact Name	
Company Telephone Number	
Contact Email Address	

Do you know of anyone who may be interested in joining The Clean Space?
If 'Yes' Please give details (use reverse if necessary)

Declaration

In accordance with the Data Protection Act 1998, the information provided on this form will be used in the recruitment and selection process and may be disclosed to all those who need to see it. It will also form the basis of the confidential personnel record of the successful candidate. In the case of unsuccessful candidates the Application Form will be destroyed after six months.
I hereby declare that to the best of my knowledge, all the information given by me is correct, and that I possess all the qualifications I have listed on this form. I confirm that I do not object to the information collected on this form being transferred onto computer for the purpose of anonymous statistical reporting, in accordance with statutory requirements, and to assist The Clean Space in equal opportunities monitoring in respect of job applications. I agree that The Clean Space has the right to validate any of the information provided. I understand that any false statements could result in my dismissal if appointed. I confirm that I am legally eligible to work in the United Kingdom.

SignedDate.....