

Referees:

At interview stage it will be necessary to request a reference from your **previous employer**. Please complete the details below signifying your consent for the referee to provide a reference. (If you have been self-employed or in further education please give details of someone who has known you professionally for at least two years. Note: relatives will not be accepted as referees.)

Name: [] Occupation: []

Address: []

[]

[] Postcode: []

Telephone No: []

A reference will only be sought from your **present** employer once a job offer has been made and with your express consent.

Additional Information:

Please describe what has attracted you to apply for a position with Redrow and outline the personal skills and qualities you would bring to the job?

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Please use this space to list and give details of hobbies and leisure activities you take part in together with anything else you think that we should know about, that is not covered by your answers in the rest of the form. Please include the reasons for any gaps in dates listed in your employment history.

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Declaration:

I confirm that the information given in this form is to the best of my knowledge, true and complete. Any false information may be sufficient cause for rejection or if employed, then dismissal. I will advise Redrow of any changes in details as appropriate. I hereby give consent for the information in this form to be used as stated below.

Signature: []

Date: []

In accordance with the Data Protection Act, the only people who will have access to the information provided on this form will be those involved in the recruitment and selection procedure. Should your application be successful this form will remain on file and may be processed during the currency of your employment. Should your application be unsuccessful this information will remain on file for 6 months in case of future vacancies and for employment purposes.

Please return to:

**Human Resources Department, Redrow Group Services Limited,
Redrow House, St. David's Park, Flintshire CH5 3RX.**

supplementary information form – CV application



Guidelines for completion

This form is part of our selection process and will enable us to make a fair decision to select people with the right skills and experience who can contribute to the success of our business. This form will be used to make an initial assessment of your application, therefore, take your time to fill it in honestly and carefully as you can.

(Please complete in block capitals)

Vacancy Details

Position applied for:

Date available to take up employment/Notice period:

Wage/Salary expectation:

Please state where you heard about the position:

(If advertised, please state specific media)

Personal Details

Title: Surname:

Known as: Forename(s):

Address:

Postcode:

Home telephone: Work telephone: Mobile:

Date of Birth: NI No: Email:

Do you have a full, current UK driving licence? Yes No

If yes, please give details of any endorsements:

Eligibility to work in the UK:

Are you legally entitled to work in the UK? Yes No

If yes, but subject to a Work Permit please give details:

If no, please state reason:

(In the event that your application is taken further, you will be required to produce satisfactory evidence of your entitlement to work in the UK in accordance with current employment legislation.)

Criminal Offences

If you have been convicted of a criminal offence, that is not a spent conviction according to the terms of current legislation, please give details:

Medical and Disability Details:

Please give details of number of occasions, number of days and reasons for absence from work over the past 12 months due to sickness or injury:

(If you are successful in being selected for the vacancy you will be required to complete a Medical Questionnaire)

Do you consider yourself to have a disability? Yes No

Please specify:

In order for the company to comply with its obligations under current Disability Discrimination legislation and ensure that candidates with disabilities are not disadvantaged, can you please give necessary details of any known adjustments required for the recruitment process or to perform the position applied for: