

**Hand Picked Academy**  
**PRIVATE & CONFIDENTIAL**



**PERSONAL DETAILS**

First name/s \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_

Town \_\_\_\_\_ Tel No \_\_\_\_\_

County \_\_\_\_\_ Mobile No \_\_\_\_\_

Postcode \_\_\_\_\_ Email \_\_\_\_\_

Do you have any current criminal convictions? \_\_\_\_\_ Do you have a full UK driving licence? \_\_\_\_\_

If yes, please provide details below: \_\_\_\_\_ If yes, do you have your own transport? \_\_\_\_\_

\_\_\_\_\_

Where did you find out about the Academy?

School Careers Advisor  College Advisor  University Advisor  If other please give details: \_\_\_\_\_

Word of Mouth  Job Centre Plus  Other  \_\_\_\_\_

**EDUCATION & QUALIFICATIONS**

University/College attended \_\_\_\_\_ Dates attended \_\_\_\_\_

Course/s studied \_\_\_\_\_

School(s) attended \_\_\_\_\_ Dates attended \_\_\_\_\_

Qualifications achieved:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been suspended or expelled from school or college? \_\_\_\_\_

If yes, please provide details \_\_\_\_\_

\_\_\_\_\_

If you have undertaken any other training out with the above please detail below

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**Details of unemployment**

Last date worked or in f/t education? \_\_\_\_\_ Length of unemployment \_\_\_\_\_  
Are you claiming Job Seeker's Allowance? \_\_\_\_\_  
What benefits do you claim? \_\_\_\_\_  
What do you feel is your biggest barrier to gaining employment at this time? \_\_\_\_\_

**Employment History**

Dates of most recent employment (from & to) \_\_\_\_\_  
Company Name \_\_\_\_\_ Job title \_\_\_\_\_  
How many hours per week did you work? \_\_\_\_\_ Hourly rate \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Please give details of any other work experience you have had:

Date from & to	Company name	Job title	Reason for leaving

**Why do you want to attend the Academy?**

\_\_\_\_\_  
\_\_\_\_\_

**What types of jobs have you been applying for?**

\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION:** I confirm that to the best of my knowledge the information I have given is correct.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

All information that is provided on this form will remain confidential and shall be retained under the Data Protection Act.