

Please Note: This information will be used to assist us in your application with our client companies; it must therefore be truthful and accurate. Please make sure that all sections are completed. We may not be able to process your application if they are not.

FOR INTERNAL USE ONLY

Ref No:
Consultant Initials:
Date Sent:
Date Received:
Id Checked? Y / N
Credit Checked? Y / N
Driving Licence: Y / N

Title:
First Name(s):
Surname:

Home Address:		
Postcode:	Passport Number:	
E-mail Address:	Home Tel:	
Mobile Tel:	Work Telephone:	
Please list Examinations taken and Grades gained:	Marital Status:	Ages of any children:
	Please list Professional Qualifications:	

POSITION SOUGHT

Job Title:	Current Employer:
Min Basic Salary:	Min OTE if applicable:
Please advise sector interested in:	
Geographical locations of interest:	Are you relocating?
Personal Profile (please provide a brief summary of your sales experience and career aspirations):	

Please fax back to: 0845 899 3377

GENERAL INFORMATION

Do you hold a full UK Driving Licence?	Yes / No	Do you have any endorsements/points? If yes please give details:	Yes / No
Do you possess your own car?	Yes / No	Do you have any health problems? If yes please give details:	Yes / No
Do you have any CCJ's against you. If yes please give details:	Yes / No	Any adverse credit or past bankruptcy? If yes please give details:	Yes / No
Do you smoke?	Yes / No	Would you be prepared to relocate?	Yes / No
Are you a British Citizen?	Yes / No	Do you hold a valid work visa if required?	Yes / No
How long is your notice period?		When can you attend interviews?	
Are there any companies you DO NOT want us to approach?			
Are you registered with any other recruitment agencies? If so please list			
Please list all companies you have approached within the last year for employment purposes:			

ADDITIONAL INFORMATION

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REGISTRATION AGREEMENT:

I the undersigned confirm that: a) All the information supplied by me to Prima Ardelle on this Application form and any accompanying forms and CV is accurate and complete. B) I will make Prima Ardelle aware of any information that has not been requested in this form that may be relevant to the positions I will be interviewed for and my suitability for them. c) I will notify Prima Ardelle immediately if I do not satisfy the legal requirements of any position that I am interviewed for. I understand that it is my responsibility to make enquiries to find out what those exact requirements are. d) I understand that the content of this form will be used by Prima Ardelle as the basis for approaching potential employers on my behalf and give them full permission to do so. e) I understand that the service provided to me by Prima Ardelle is without charge and should they successfully place me in employment they will receive a fee from that employer. f) I will inform Prima Ardelle of any offer of employment that may be forthcoming as a result of their efforts, and to inform Prima Ardelle on making direct application to an employer in the financial services sector after today's date. G) I understand that the details contained on this application form are held on a computer and that I will be entitled to access this information in accordance with the Data protection Act. H) I understand that I may be sent marketing information directly by Prima Ardelle Associates and agree to receiving this.

Name:	Date:	Signature:
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