

OFFICE[®] STAFF APPLICATION FORM

PERSONAL DETAILS

Full name:			
Address:			
Contact Tel No:			
Please confirm you are over 16 years old:	Y	N	(tick)
Please provide proof that you are legally entitled to work in the UK:			

WISH LIST

Desired start date:				
Desired hours per week:				
Availability (please write times next to relevant days):				
MON	TUE	WED	THUR	FRI
SAT	SUN			
Which role are you applying for (please be specific):				
What location would you prefer to work in:				
What is your salary expectation:				

SELL YOURSELF!

Please give an example of when you have given good customer service:
Please tell us why you want to work for OFFICE (in 10 words):
What has been your favourite job and why (in 20 words):
Name three key fashion trends this season:



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WORK CHRONICLES

Most relevant place of employment:

Job Role:

Duties:

Reason for leaving:

RELEVANT CREDENTIALS

Qualifications:

What skills do you have that you feel will be relevant to work for OFFICE:

ONE LAST THING...

Have you been convicted of a criminal offence? If yes please provide details below:

If you were previously an OFFICE employee, please provide details of dates and locations below:

Don't forget to return your CV with this form.

By returning this application form you are consenting to OFFICE checking the information provided by you with third parties, including any previous employees. You are also declaring the information provided is correct and complete. If it is subsequently found that any statements are false and misleading your application may be disqualified or you may be subsequently dismissed from your employment with OFFICE.

If you have not been contacted by OFFICE within 2 weeks of the date of this application, you can regard the application as having been unsuccessful.

