Private & Confidential Candidate Ref:

APPLICATION FORM

Please complete this application form in full and attach a copy of your CV, if you have not already provided a copy. Failure to do so may result in your application not being processed. You should return your completed form, CV and covering letter to (Jobs@cbgc.com) before the closing date. CVs will not be accepted without a completed application form.

You may continue on extra sheets if there is not enough space on the form. Clearly write your name and question number on any extra sheets and attach them securely.

If you require any assistance in completing this application form, please telephone the Human Resources Department on 01865 864500.

CBG Consultants Ltd is an equal opportunities employer and welcomes applications from all sections of the community

Position: Mechanical or Electrical Engineer (Principal) (*)
(*please indicate which role)

1 - Contact Details	
Full Name:	
Address	
Phone	Home: Mobile:
E Mail Address	
Have you ever been convicted of a criminal offence?	YES/NO
Permits to Work	
Do you require a Work Permit to work in the UK?	YES/NO
Do you hold one already?	YES/NO
If yes, when does it expire?	Date:
If you have a disability please tell us about any adjustments we may need to make to assist you at interview.	
Are there any dates when you are not available for interview?	

Private & Confidential Candidate Ref:

2 - Qualifications, Experience, Strengths and Weaknesses	
Education & Training	
Details of education and/or training undertaken and results of any examinations	
Further education (e.g. technical college, evening class)	
Details of IT skills	

3 - Employment History			
Present Employer			
Name:			
Address:			
Job Title:			
Job duties and areas of responsibility			
Date started:	(month/year)	Date left:	(month/year)
Salary/Rate of pay			
Reason for leaving:			

Private & Confidential Candidate Ref:

Previous Employer:			
Name:			
Address:			
Job Title:			
Job duties and areas of responsibility			
Date started:	(month/year)	Date left:	(month/year)
Reason for leaving:			
Previous Employer:			
Name:			
Address:			
Job Title:			
Job duties and areas of responsibility			
Date started:	(month/year)	Date left:	(month/year)
Reason for leaving:			

Private & Confidential Candidate Ref:

Previous Employer:			
Name:			
Address:			
Job Title:			
Job duties and areas of responsibility			
Date started:	(month/year)	Date left:	(month/year)
Reason for leaving:			
Previous Employer:			
Name:			
Address:			
Job Title:			
Job duties and areas of responsibility			
Date started:	(month/year)	Date left:	(month/year)
Reason for leaving:			

Please give a brief explanation for any gaps in employment.
Please tell us about any other jobs/voluntary work you have done and about the skills you used and/or learned in those jobs.

4 Project Experience Within the last two-year period summarise three projects displaying relevant experience comparable to the position advertised.	
Project 1	

Project 2	
Project 3	
Explain how you ensure the expectations of your clients are not only met but where possible exceeded.	

Summarise what strengths you would bring in regard to ensuring commercial viability of project delivery.

5 - Technical Knowledge

Summarise how you have maintained knowledge of relevant legislative, statutory and Health & Safety requirements

Summarise your knowledge and experience of hazardous materials

In your view what are the major implications of Part L 2010 to the industry? (Max 30 words)

6 - Summarise your strengths/weaknesses and experiences in regard to the following:	
Working as part of a team?	
Manging and dealing with support staff?	
Problem solving?	
Please tell us why you applied and give examples of things you have done that make you particularly suited to the job advertised	
Summarise your professional aspirations and ambitions	

7 – References
Please provide details of two referees. No approach will be made before an offer of employment is made to you. If you are employed, one must be your current or last employer. If you are a student, one should be a senior staff member from your place of study.

	Referee 1	Referee 2
Name:		
Address:		
Tel:		
Email:		

8 - Please add any supporting information about yourself which you feel may be relevant to your application

9 – Declaration
I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

Name:	Date:

Private & Confidential Candidate Ref: