# Example Application form

Please complete in black ink and use upper and lower case letters.

Please return when completed by email to [susan.sutton@medway.gov.uk](mailto:susan.sutton@medway.gov.uk)

Application for job title: 27/1/25 Warehouse worker

12/12 Please add your job title here and remove the brackets

## Your details

Name:Michal Onodi

Address:68 Luton Road 12/12 Capital R in Road

Postcode: Chatham

Phone:07366883384

Email:michalonodi@gmail.com

## Employment history

### Your current or most recent employer

Name of employer Warehouse Capital W in Warehouse here (Maybe add Agency)

Address: Chatham

Postcode: Chatham Me4 12/12 Add a postcode Michal

Job title: Packer

Pay:7£ 12/12 £ sign first – is this below minimum wage? £7

Length of time with employer:5 years

Reason for leaving: no job in Agency

|  |
| --- |
| Duties packing fruit, stacking on palets, cleaning workplace  12/12 Check your spelling Michal. Space after comma |

### Previous employers

Please tell us about other jobs you have done and about the skills you used or learned in those jobs.

|  |
| --- |
| Warehouse, Packhouse |

## Education and training

Please give details:

|  |
| --- |
| ESOL English course. Learning grammar, writing,speaking and listening.  12/12 Check your spelling and ESOL in capitals please. One space after a comma |

## 

## Qualifications

Please give details:

|  |
| --- |
| Certificate Esol English. 27/1/25 No qualification 12/12 Already mentioned above. Do you have any other qualifications? |

## Supporting statement

Please tell us why you applied for this job and why you think you are the best person for the job.

|  |
| --- |
| I am reliable, honest, hard working.  12/12 For the particular job you are applying for – what skills/experience do they require? You need to say how you match their requirements. How can you prove you are reliable, honest and hard working? From a previous job? Studies?  They require work fast,under pressure,accurately and reach target.  27/1/25 Remember Michal, to state in a real application form to say how you ensure you work fast, can work under pressure, work accurately and reach your targets  e.g. I can work fast, underpressure, ensuring I am accurate by observing what I am doing and I always reach my set targets. |

## Interview arrangements and availability

If you have a disability, please tell us if there are any reasonable adjustments we can make to help you in your application or with our recruitment process.

|  |
| --- |
| No disability |

Are there any dates when you will not be available for interview?

|  |
| --- |
| Thursday and Friday – 12/12 every week? Maybe explain why.  I have English class |

When can you start working for us?

|  |
| --- |
| 01.01 2025 |

## Right to work in the UK

Do you need a work permit to work in the UK? 27/1/25 No 12/12 Do you need a work permit to work in the UK?

## Referencesl

Please give the names, contact details including their email address and how you know them, of 2 people who we can ask to give you a reference. We may ask them before an employment offer is made. We will not ask your current employer until we get your permission.

### Referee 1 Referee 2

|  |
| --- |
| 27/1/25 Susan Sutton  12/12 give email addresses of myself and Ninu |

|  |
| --- |
| 27/1/25 Ninu Sagar |

## Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal. This is my own work.

Name:Michal Onodi Tutor S Sutton A black letter on a white surface

Description automatically generated

Signature:

Date:05.12.24

27/1/25 Some good improvements Michal. Read my comments and remember to give detail on any application form.

Pass Y