



APPLICATION FOR EMPLOYMENT  
PRIVATE AND CONFIDENTIAL

oasis

## why work for Oasis

Like the Oasis handwriting, our culture and environment is informal, friendly and dynamic with a sense of fun. Our people are empowered, and have a real passion for the brand. We want you to use your own initiative and drive your development and in turn we recognise and reward talent.

As well as an exciting and rewarding career on offer we have a competitive benefits and salary package, which includes:

¥ Staff Discount 40% in Oasis and 33% on all other Aurora Brands

¥ Up to 38 days holiday per annum depending on length of service, including public bank holidays

¥ High level of training and development

¥ Regular performance reviews

Thank you for taking the time to complete this application form and showing an interest in working for Oasis.

## Position

Job title: \_\_\_\_\_ Branch location: \_\_\_\_\_

Full-time Sales  Part-time Sales  Temp Sales  Other  \_\_\_\_\_

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hours available from							
to							

**Question 1:** Why do you want to work for Oasis?

score /3

**Question 2:** What are the current 3 must have fashion trends of the season?

score /3

Please continue to fill out your personal details. If your application is successful we will call you for a 10minute informal interview on the phone. If you don't hear back from us within 7 days you have not been successful at this stage.

## Personal Details

First name(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Tel: \_\_\_\_\_

Mobile: \_\_\_\_\_

## Permission to work in the UK

As part of the Oasis recruitment process you will be asked to provide legal documentation which provides your eligibility to work in the UK. In order to comply with Immigration, Asylum and Nationality Act 2006, in the event of being invited to interview you will be provided with details on what documentation to bring. Please ensure that these requirements are read carefully as we will not be able to consider recruiting you if we are not fully aware of your eligibility to work in the UK.

## Education

secondary education		
school name & address	examination subjects	grade

further education			
university/college address	course title	qualification	grade

### ADDITIONAL TRAINING & QUALIFICATIONS

If you have any details or other qualifications that you think are relevant to your application please attach additional papers.

### EMPLOYMENT HISTORY

present employer: \_\_\_\_\_ position held: \_\_\_\_\_  
 address: \_\_\_\_\_ key responsibilities: \_\_\_\_\_

salary: \_\_\_\_\_  
 dates of employment: \_\_\_\_\_ reason for leaving: \_\_\_\_\_  
 from: \_\_\_\_ / \_\_\_\_ to: \_\_\_\_ / \_\_\_\_  
           month year           month year

period of notice: \_\_\_\_\_

previous employer: \_\_\_\_\_ position held: \_\_\_\_\_  
 address: \_\_\_\_\_ key responsibilities: \_\_\_\_\_

salary: \_\_\_\_\_  
 dates of employment: \_\_\_\_\_ reason for leaving: \_\_\_\_\_  
 from: \_\_\_\_ / \_\_\_\_ to: \_\_\_\_ / \_\_\_\_  
           month year           month year

previous employer: \_\_\_\_\_ position held: \_\_\_\_\_  
 address: \_\_\_\_\_ key responsibilities: \_\_\_\_\_

salary: \_\_\_\_\_  
 dates of employment: \_\_\_\_\_ reason for leaving: \_\_\_\_\_  
 from: \_\_\_\_ / \_\_\_\_ to: \_\_\_\_ / \_\_\_\_  
           month year           month year

## Health

For how many days have you been ill, or unable to work due to ill health during the past year?

**Number of days ill**

Please give brief details of these days:

## Criminal Offences

Have you ever been convicted of a criminal offence?  YES  NO

(you need not include convictions which are "Spent" under the Rehabilitation of Offenders Act 1974)

If yes, please give full details

## Reference

Do you give us your permission to seek references?  YES  NO

In the event of being able to contact one or more of your stated referees are you happy for us to approach the People/Companies listed under your employment record?  YES  NO

If no, please state which employer and give a reason as to why you would not wish us to approach them?

Please sign and date the declaration below.

(References will not normally be taken up until such a time as an offer of employment is made)

Please give names and addresses of two referees including present and/or last employer, if applicable. In the case of school or college leavers please state the name of a teacher/tutor from your last education establishment. (Character references are not acceptable)

<p><b>Ref 1</b></p> <p><b>Name:</b> _____</p> <p><b>Position/Occupation:</b> _____</p> <p><b>Date: From</b> _____ <b>To</b> _____</p> <p><b>Company Name:</b> _____</p> <p><b>Full Company Address:</b> _____</p> <p>_____ <b>Postcode:</b> _____</p> <p><b>Tel no:</b> _____</p>	<p><b>Ref 2</b></p> <p><b>Name:</b> _____</p> <p><b>Position/Occupation:</b> _____</p> <p><b>Date: From</b> _____ <b>To</b> _____</p> <p><b>Company Name:</b> _____</p> <p><b>Full Company Address:</b> _____</p> <p>_____ <b>Postcode:</b> _____</p> <p><b>Tel no:</b> _____</p>
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The information on this form may be entered onto a computer and under the terms and conditions of the data protection act 1984/1998 will be treated in a secure and confidential manner.

## Declaration

I certify that the information given on this form is true to the best of my knowledge and that my employment is subject to references being obtained that are satisfactory to the Company.

I understand that any mis-information will result in my offer being withdrawn, or render me liable to summary dismissal. I also understand that no offer of employment made to me will be binding unless confirmed in writing.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

Please return this section of the form to:

<b>Office use only</b>	Application question one: <input type="text" value="score"/> /3	Interview: <input type="text" value="score"/> /30
	Application question two: <input type="text" value="score"/> /3	Practical: <input type="text" value="score"/> /42
	Phone Interview: <input type="text" value="score"/> /9	<b>Total:</b> <input type="text" value="score"/> /87

# Equal Opportunities

The company is committed to an Equal Opportunities policy in all its employment practices, policies and procedures. E.g. recruitment, training and promotion.

In order to monitor our policies, we require the following information, which will be only used for this purpose and will be treated in the strictest confidence.

The information on this form may be entered onto a computer and, under the terms and conditions of the Data Protection Act 1984, (revised 1998) will be treated in a secure and confidential manner.

**Please complete this section and detach from the application form. It will not be used as part of the recruitment and selection process. Send in an envelope to the freepost address on the reverse of this page.**

Post applied for: \_\_\_\_\_

Branch/Department: \_\_\_\_\_

Title: Mr  Mrs  Miss  Ms  Dr  Reverend  Other

Surname: \_\_\_\_\_

Previous Surname: \_\_\_\_\_

Forenames: \_\_\_\_\_

Sex: \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Marital Status: Single  Married  Divorced  Widowed

Nationality \_\_\_\_\_ Country of Birth \_\_\_\_\_

## Ethnic Origin

Bangladeshi	<input type="checkbox"/>	8
Black African	<input type="checkbox"/>	3
Black Caribbean	<input type="checkbox"/>	4
Black Other	<input type="checkbox"/>	5
Chinese	<input type="checkbox"/>	9
Indian	<input type="checkbox"/>	6
Pakistani	<input type="checkbox"/>	7
White European	<input type="checkbox"/>	0
White Other	<input type="checkbox"/>	2
White UK	<input type="checkbox"/>	1
White Irish	<input type="checkbox"/>	11
Other	<input type="checkbox"/>	10

**Are you disabled?** Yes  No

If registered, registration number

expiry date

**Dependents**

Yes  No

Please give brief details including age

**Medical history**

Please state any serious illnesses, accidents, operations and long term treatments (diabetes, asthma epilepsy etc) of which we should be aware

**Work Permit**

Do you require a work permit to take up this appointment? Yes  No

If you have a work permit please give expiry date

### How did you find out about the vacancy?

By word of mouth  Local press  Speculative enquiry  Internal advert  Job Centre   
 National newspaper  Other

The company is committed to equality of opportunity in all its employment practices, policies and procedures. No employee or potential employee will therefore receive less favourable treatment due to their race, creed, colour, sexual orientation, nationality, ethnic or social origins, age, religious or philosophical or other belief, political belief, language, gender, marital status, trade union membership, gender re-assignment or, disability.

**IMPORTANT**

This form is to be detached from the main application and sent to :

**AURORA FASHIONS LTD  
 HR ADMINISTRATION  
 FREEPOST (SCE 1714)  
 WITNEY  
 OXON  
 OX29 5BR**



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