



## Confidential - Application Form

What position are you applying for?

Where did you learn of this vacancy?

## Personal details

Name

Address

Postcode

Home telephone number

Work telephone number

Date of Birth

Do you hold a full driving licence?

Yes ☐

No ☐

Why have you applied for this position, and what can you, as an individual, offer the organisation?



INVESTOR IN PEOPLE

Educational qualifications

Please list all the school and college examinations you have taken and qualifications you have achieved. State the level (eg GCSE, 'O' level, Standard Grade (Scotland), GNVQ, etc), the result (pass or fail), and the grade. You may be asked to supply original certificates if a job offer is made and accepted.

School / college	From / to	Subject	Level	Result	Grade	Date

Are there any other qualifications or achievements in support of your application that you would like us to know about (eg professional examinations passed, special projects undertaken)?

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**1 Which of the following best describes your approach to studying for tests or exams?**  
Tick one circle only.

- Mainly revised “a little and often” in weeks leading up to exams ☐
- Mainly revised in the week of the exams or “swatted-up” the night before ☐
- Mainly revised selected topics which you hoped would come up in the exam ☐
- Did not find special revision particularly helpful or useful ☐
- None of the above ☐

**2 Which of the following factors contributed most to your success at school or college? Tick one circle only.**

- Support from family or friends ☐
- Quality of teachers/teaching methods ☐
- Your ability or capability to learn ☐
- Hard work on your part ☐
- A ‘knack’ for choosing the right subjects ☐
- Something else ☐

**3 Which of the following best describes your attitude to school work and education in general. Tick one circle only.**

- “Education broadens the mind” - it is worthwhile for its own sake ☐
- “Education is about life” - it helps you to understand how to get on with people ☐
- “Education is a means to an end” - it helps you to get a better job ☐
- None of the above ☐

**4 Do you hold or have you ever held any of the following positions of responsibility? Tick as many circles as apply.**

- Treasurer or club secretary ☐
- Other committee post in a club or society ☐
- Sports or games captain ☐
- Staff/student group representative ☐
- Neighbourhood Watch official or similar ☐
- Legal/Religious (eg JP, Church Warden) ☐
- Other (please write in below) ☐

**5 How do you normally respond to unpleasant or difficult situations such as rows, arguments, etc? Tick the circle which is most like your usual approach.**

- I tend to recognise potentially unpleasant/difficult situations before they happen ☐
- I tend to be good at managing unpleasant/difficult situations when they do occur ☐
- I tend to get help to manage unpleasant/difficult situations when they occur ☐
- In some other way not described above ☐

**6 Please tick the circle below that is closest to how you feel about betting. Tick one circle only.**

- I think betting is an expensive habit ☐
- I can see the pleasure people get from betting but do not bet myself ☐
- I have the occasional flutter ☐
- I regularly place bets ☐
- None of the above ☐

**7 What was your main source of information about Ladbrokes? Tick one circle only.**

- As a customer of Ladbrokes ☐
- Through friends/relatives working for Ladbrokes ☐
- Previous employment within the betting industry ☐
- Ladbrokes advertising in newspapers or on radio ☐
- Visiting local Ladbrokes ☐
- Careers services ☐
- Job Centre ☐
- Something else (please write in below) ☐

<p><b>8 What attracts/interests you most about working for Ladbrokes rather than another employer. Tick your 1st, 2nd and 3rd choices only.</b></p> <ul style="list-style-type: none"> <li>• Better job security than other jobs</li> <li>• Most interesting/varied work</li> <li>• Better pay and conditions</li> <li>• More contact with other people</li> <li>• Better career prospects</li> <li>• Opportunity to work within betting industry</li> <li>• Something else</li> </ul>	<p><b>1st Choice</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>	<p><b>2nd Choice</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>	<p><b>3rd Choice</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>
<p><b>9 The next section is about different kinds of work. Tick one circle in each row to indicate whether you would “prefer to do” this kind of work, would “prefer not to do” this kind of work or have “no preference” one way or the other.</b></p> <ul style="list-style-type: none"> <li>• Working with technology</li> <li>• Dealing with difficult or awkward customers</li> <li>• Talking to customers</li> <li>• Getting people interested in services they might not have used before</li> <li>• Answering technical questions about Ladbrokes services (eg bets, races, events)</li> <li>• Making sure procedures and rules are followed correctly</li> <li>• Providing help and advice to new colleagues beginning the job</li> <li>• Handling large amounts of cash</li> <li>• Making cash transactions under time pressure</li> <li>• Working with a till/shop equipment</li> </ul>	<p><b>Prefer to do</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>	<p><b>No preference</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>	<p><b>Prefer not to do</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>
<p><b>10 Which of the following have helped your achievements in life to date? Tick your 1st, 2nd and 3rd choices only.</b></p> <ul style="list-style-type: none"> <li>• Working hard</li> <li>• Luck or fate</li> <li>• Knowing the right people</li> <li>• Having high standards</li> <li>• Being in the right place at the right time</li> <li>• Being motivated</li> <li>• Having the right background</li> <li>• Having the support of friends and family</li> <li>• My natural talents</li> <li>• My self assured nature</li> <li>• Something else</li> </ul>	<p><b>1st Choice</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>	<p><b>2nd Choice</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>	<p><b>3rd Choice</b></p> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div> <div><input type="radio"/></div>

## Current / most recent employment

Please give details of your last four employers. Start with your present employer or, if not in paid employment, state your current circumstances (eg full-time education, homemaker, unemployed). Include both full and part-time positions, and vacation work.

Name, address & telephone number of present employer (or current circumstances)	Job title, main responsibilities and duties (state whether full or part-time and, if part time, state the hours you worked)	Employed from /to	Salary / wage

Previous three employers (or previous circumstances)	Job title, main responsibilities and duties (state whether full or part-time and, if part time, state the hours you worked and your reason for leaving)	Employed from /to	Salary / wage

Have you ever previously worked for Ladbrokes? Yes ☐ No ☐

If yes, please give details (dates, location, position, reason for leaving).

What activities are, or have you been, involved in outside work? Please give details of any positions of responsibility held, and any spare-time achievements.

Have you ever been found guilty of any criminal offence?  
(excluding those spent under the Rehabilitation of Offenders Act) Yes ☐ No ☐

If yes, please give details.



In the following section, we would like to know a little more about you and your preferred work-style. Below, you will find seven pairs of statements. For each pair please tick whether statement a. or statement b. is more like you. Sometimes the choice may seem rather fine, but try your best to answer a. or b. for all of the statement pairs.

“I am generally the sort of person who prefers to ...”

a. Work with other people, whether I like them or not	<input type="radio"/>	a. Pass-on virtually all of the information I receive - somebody will find it useful	<input type="radio"/>
b. Be with other people, but work on my own	<input type="radio"/>	b. Pass-on information when I am asked for it - people usually ask for things they need	<input type="radio"/>
a. Introduce myself to strangers	<input type="radio"/>	a. Get on with my work and help others when they really need it	<input type="radio"/>
b. Wait to be introduced	<input type="radio"/>	b. Stop what I am doing to assist people who ask for my help	<input type="radio"/>
a. Make use of other people’s knowledge and expertise	<input type="radio"/>	a. Prioritise my work - some tasks are more important than others	<input type="radio"/>
b. Rely on my own initiative	<input type="radio"/>	b. Do my work as it arrives - all my work is equally important	<input type="radio"/>
a. Try out new unproven ways of doing things	<input type="radio"/>		
b. Work within tried and trusted methods	<input type="radio"/>		

Declaration

I declare that the information supplied by me is correct. I agree that if offered a post, references may be taken up with my present and previous employers.

Signature \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only	Interviewer 1	Interviewer 2			
Screened by	Place	Place			
	Date	Date			
Action	Action	Action			
ST	PJ	CC	SA	WS	BT
Date of Commencement		Location			
Department		Position			
Salary		Hours			
Employee Number		Authorised by Manager / Controller			
If job offer made - comments					
If no job offer made - comments					