

Think Local - Construction Trades Database

Referring Agency: Main Trade:

Personal Details

Title: Mr. Mrs. Miss. Ms. Gender: Male Female

Surname: Forename(s):

Address: Date of Birth:

..... Telephone:

..... Mobile:

..... E-Mail:

Post code: N. I. No:

Ethnic Origin

White: British, Irish, White other.
Mixed: White/Black Caribbean, White/Black African, White/Asian, Mixed other:
Asian: Indian, Sikh, Pakistani, Bangladeshi, Asian other.
Black or Black British: Caribbean, African, Black other.
 Yemeni Chinese. Other Ethnic Group

Do you have a Driving Licence? Yes No What type is it?

Is it clean? Yes No If endorsed, how many points?

Do you have your own transport? Yes No Do you have any other licence? HGV, PCV, FLT, PLANT

Do you have or have had in the past, any disabilities which make it difficult for you to carry out normal day-to-day activities: Disability Yes No Medical Yes No

(a) If YES, please give details:

Do you have any Criminal Convictions? Yes No

.....

.....

Your Skills and Employment Details

What type of work are you looking for?

1. 2.

3. 4.

Minimum Wage Required: £..... per Hour / Week / Annum

Do you hold a Sub-Contractors certificate? Please give details below

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Skills/ Experience

Please give details of Skills/Experience you have in the Construction Industry

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Qualifications/ Trade Apprenticeships/ Skills Training

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Work History (most recent first)

<u>Company</u>	<u>Start Date</u>	<u>Finish Date</u>	<u>Job Title, Description of Duties & Reason for Leaving</u>

Address: Think Local Construction Employment Team, Sandwell Council House, Freeth St, Oldbury, B69 3DE

Important – The Data Protection Act requires you to authorise us to pass your personal data/application forms etc. to other parties e.g. Companies, Organisations, Agencies, etc. **Therefore we require your signature. Failure to provide signature will void your registration.**

Signature **Date**

CONSTRUCTION SKILLS AUDIT

Please indicate in the following boxes whether you have:

S = Some Experience

F = Full Experience

Carpentry

1 st Fix		Kitchen Fitting		Bespoke Joinery	
2 nd Fix		PVCU Fitting		Maintenance Repairs	
Fencing		Shuttering		Bench Joinery	

Bricklaying

Block Work		Setting Out		Chimneys	
Maintenance Work		Pointing		Ornamental Work	
Face Work		Finishing Off			

Plastering

Wet Wall Plastering		Dry Lining		Rendering	
Walls / Ceilings		Screeding		Stud Walls	
Plaster Boarding		Plaster Patching		Cornice / Moulding	

Roofing

Slating		Tiling		Lead Flashing	
Asphalt		Cladding			
Guttering		Felting			

Electrician

Maintenance		City & Guilds 236 1 & 2		Domestic Installation	
Industrial / Commercial		Inspection/Testing 2391		JIB approved	
17 th edition IEE Regs		AMI Level 1 & 2		Intruder Alarms	

Please state other Qualifications / Experience

Plumbing / Mechanical Engineering

Domestic		Commercial / Industrial		Heating Packs	
Sanitation		Refrigeration		Gas Fitting	
Drainage		Air Conditioning		Lead Work	

Scaffolding

Kwik Form		Tubes & Fitting		Advanced	
Electrical Hoists		Hoists			

Painting and Decorating

Interior Painting		Spraying		Glazing	
Exterior Painting		Artexing		Cornice / Moulding	
Paper Hanging		Decorative Effects			

Groundworking

Banksman		Slab laying		Landscape Gardening	
Kerb Laying		Block Paving		Cable Laying	
Concreting		Drainage		Excavation	
Tarmacing		Setting Out / Levelling			

Plant Operating

Operators Licence		Kerb Pulling		Excavators 180°	
Excavators 360° Track		Paving Machines		Loading Shovels	
Dumptruck 20 ton		Tractors Wheeled		Tractors Mini	
Crane Crawler		Rough Terrain Forklift		Trenches/Manholes	
Scrapers		Excavators 360° wheel		Excavators Mini	
Site Dumpers		Rollers		Dumptrucks 20 ton	
Tractors Tracked		Crane Mobile		Graders	

Labouring/Mate

Please Specify Experience

Other Skills (Please write any other skills you have in the boxes below)

Please return this form to:**Private & Confidential**

Mrs Ramila Patel
 Think Local Recruitment
 1st Floor Sandwell Council House
 PO Box 2374, Oldbury, B69 3DE

E-Mail: ramila_patel@sandwell.gov.uk
 Website: www.thinklocalconstruction.co.uk

Telephone: 0121-569-2157 Fax: 0121-569-2174



Travel to Work Information

Please indicate the areas that you are prepared to work in – (tick all that apply).

Sandwell

Tipton	<input type="checkbox"/>	Wednesbury	<input type="checkbox"/>	Cradley Heath	<input type="checkbox"/>
West Bromwich	<input type="checkbox"/>	Smethwick	<input type="checkbox"/>	Oldbury	<input type="checkbox"/>

Other

Birmingham	<input type="checkbox"/>	Wolverhampton	<input type="checkbox"/>	Walsall	<input type="checkbox"/>
Dudley	<input type="checkbox"/>	West Midlands	<input type="checkbox"/>	Any Location in UK	<input type="checkbox"/>

How will you travel to work?

On foot	<input type="checkbox"/>	Car	<input type="checkbox"/>	Public Transport	<input type="checkbox"/>
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Are you prepared to work away from home?

No	<input type="checkbox"/>	Yes (Midweek only)	<input type="checkbox"/>	Yes (Anytime)	<input type="checkbox"/>
Other	<input type="checkbox"/>	Please give Details			

REFERENCES

Please detail below names & addresses of two people that can be approached to supply you with a reference. (One must be your current/last employer – References should not be a partner or relative).

Name:	Name:
Address:	Address:
.....
.....
.....
Position:	Position:
Tel No.	Tel No.
Relationship:	Relationship:

Can this person be contacted for a reference YES / NO

Can this person be contacted for a reference YES / NO