

**DIVISION: TECHNICAL/IT**

REG NO:

TITLE:	CV ATTACHED/EMAILED Yes / No	
FORENAMES:	TEMPORARY Yes / No	
SURNAME:	Min hourly rate: £ _____ per hour	
ADDRESS:	PERMANENT Yes / No Full time / Part Time	
	Min Salary: £ _____ per annum	
	DATE AVAILABLE FROM:	
	PREFERRED LOCATIONS :	
POST CODE:	DRIVING LICENCE Yes/No	
MOBILE ☎	TRANSPORT: Car / Motorcycle / Bicycle / Public	
HOME ☎	HOURS AVAILABLE: Days / Eve / Weekends / School / Other:	
EMERGENCY CONTACT ☎ NAME:		
EMAIL ADDRESS:		
SEX: Male / Female	STUDENT: Yes / No	
DATE OF BIRTH:	IMMIGRATION INFORMATION (COMPLETE IF APPLICABLE)	
DO YOU HAVE IMMIGRATION PERMISSION TO WORK IN THE UK? Yes/No or N/A (please circle clearly as appropriate)	WORK PERMIT REQUIRED Yes/ No WORK PERMIT EXPIRY Date : STUDENT VISA : Yes / No Permitted hours per week:	
ID/DOCUMENTS PROVIDED: (please circle clearly as appropriate)	Valid Passport Birth Certificate N.I card / P45 / P46	
NEW STARTER FORM SIGNED (TEMP ONLY): Yes / No	BANK DETAILS PROVIDED: Yes / No	
DO YOU HAVE ANY UNSPENT* CRIMINAL CONVICTIONS? Yes / No <i>(If yes, please state convictions and dates)</i>		
PROFESSIONAL QUALIFICATIONS / EDUCATION / GRADES ACHIEVED:		
CURRENTLY STUDYING FOR:		
EMPLOYMENT HISTORY	DATES EMPLOYED	JOB TITLE AND DESCRIPTION
PRESENT/LAST EMPLOYER NAME	SALARY	
	REASON FOR LEAVING	
	PRESENT/LAST EMPLOYER NAME	DATES EMPLOYED
PRESENT/LAST EMPLOYER NAME	SALARY	
	REASON FOR LEAVING	
	PRESENT/LAST EMPLOYER NAME	DATES EMPLOYED
PRESENT/LAST EMPLOYER NAME	SALARY	
	REASON FOR LEAVING	

Data Protection Statement The information that you provide on this form and on any CV given will be used by Paterson Recruitment to provide you work finding services. In providing this service to you, you consent to your personal data being included on a computerised database and consent to us transferring your personal details to our clients. We may check the information collected, with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other way permitted or required by law.

*Certain types of employment and professions are exempt from the Rehabilitation of Offenders Act 1974 and in those cases particularly where the employment is sought in relation to positions involving working with children or vulnerable adults, details for all criminal convictions must be given. The information given will be treated in the strictest of confidence and only taken into account where, in the reasonable opinion of Paterson Recruitment the offence is relevant to the post to which you are applying. Failure to declare a conviction may require us to exclude you from our register or terminate an assignment if the offence is not declared but later comes to light

PLEASE TICK/COMPLETE BELOW SKILLS AS APPROPRIATE ✓

IT CAD (TECHNICAL SOFTWARE)

AutoCAD Pro-Engineer
2000 Solid Works
AutoCAD 14 Solid Edge
AutoCAD LT Mathcad
OrCAD Matlab
SDRC I-DEAS ADAMS
Inventor Turbocad
Mech. Other (specify)
Desktop
Catia

IT DATABASES

Access Oracle
Superbase Paradox
Dataease Dbase
Foxpro Other (specify)
Filemaker
Pro

IT TELECOMMUNICATIONS

Internet TCP/IP
Cisco E-mail
LAN/WAN Other (specify)

SCIENCE

Biology Nuclear
Chemistry Physics
Environmental Medical
Food Microbiology
Lab Geology
Experience

ELECTRICAL / ELECTRONIC

15th Edition PCB Assembly
16th Edition PLC
Air Soldering
Conditioning Other (specify)
Refrigeration
PCB Design

CONSTRUCTION

Bricklaying Plumbing
Carpentry Roofing
Plastering Site
Household Management
Elec. Other (specify)

IT LANGUAGES

Acon C
Assembly C++
Java Pascal
Visual ESEI
ACOM Delphi
Oracle Pascal
PHP Perl
ASP Moravei
Fortran
Cobol
SQL
HTML
Visual
basic
SLA
ABSYS

IT PLATFORMS

Win NT4
3.11/95/98 Mac
Win OS2
ME/2000/XP Other
Novell (specify
Dos)
Unix

ENGINEERING MECHANICAL

CNC Design
Fitting Pneumatics
Turning Hydraulics
Milling Materials
Fabrication Optical
Rapid Proto.
Other
(specify)

ENGINEERING AVIATION

Airframe Engines
Avionics Other
Interior (specify)

ENGINEERING GAS

ACOP's Corgi

WELDING & CUTTING

MIG Stainless
TIG Aluminium
ARC Friction
GAS Coded
Plasma (Specify)

IT DTP/GRAPHICS

CorelDraw Photoshop
Illustrator Rendaman
Freelance Quark
PowerPoint Pagemaker
Publisher Houdini
Other (specify)

IT SPREADSHEETS /WORDPROCESSING

Lotus 123 MS Word
MS Excel WordPerfect
Quattro Pro Other (specify)
Supercalc

ENGINEERING AUTOMOTIVE

Assembly Control systems
Design Pattern making
Diesel MOT
Petrol HGV / PSV
Electronics Research /
Trimming Development
Bodywork Spraying
Other (specify)

QUALITY ASSURANCE

Administrati on Inspection
CMM
Calibration Testing
Control Six Sigma
TQM Other (specify)
FMEA

Other Skills:

IN ORDER FOR YOU TO COMMENCE EMPLOYMENT WE REQUIRE FULL DETAILS OF 2 CONTACTABLE REFEREES, PREFERABLY PREVIOUS EMPLOYERS

REFEREE 1

Name:
 Position:
 Company:
 Address:
 Email address:
 Tel/Fax No:

REFEREE 2

Name:
 Position:
 Company:
 Address:
 Email address:
 Tel/Fax No:

COMPANIES/AGENCIES ALREADY APPROACHED:

COMPANIES **NOT** TO APPROACH:

PREFERED INTERVIEW TIMES/DATES:

Where did you hear about Paterson Recruitment? (Please circle as appropriate)

Our website Reed Total Jobs Fish 4 Newspaper Recommendation Advertisement (please specify)

CANDIDATE DECLARATION I hereby confirm that the information given is true and correct. I consent to my personal data and CV being forwarded to clients. I consent to references being passed onto potential employers. If, during the course of a temporary assignment, the Client wishes to employ me directly, I acknowledge that Paterson Recruitment will be entitled either to charge the client an introduction/transfer fee, or to agree an extension of the hiring period with the Client (after which I may be employed by the Client without further charge being applicable to the Client).

CANDIDATE NAME SIGNED Date.....

If you are under the age of 18, please state if you have received vocational guidance Yes/No

OFFICE USE ONLY

IDEAL JOB ROLE:

STRENGTHS/EXPERTISE:

AREAS FOR DEVELOPMENT:

OTHER NOTES:

Appearance A/B/C
Speech A/B/C
 :
Personality A/B/C
Enthusiasm A/B/C

COPIES ON FILE

Passport / Birth Certificate
 VISA /Other :
 NI copied / P45/ P46
 References 1 2
 Temp start Form signed
 Bank Details provided
 CV: email / hard copy
 Other items:

Technical/IT

Consultant Name: