



APPLICATION FORM

Instructions to complete application form

- The application form is to be completed in black ink.
- All sections of the form must be completed and failure to do this could prevent your application being processed
- Return your completed application form together with your CV to:

**162 S, Quaid-e-Azam Industrial Estates, Kot Lakhpat,
Lahore 54760, Pakistan.**

- We are registered with the Data Protection Act 1998
- Should you have any queries or difficulties in completing this form, then please do not hesitate to contact MGA

Please complete **all** sections of this application form. It is confidential and will only be used to match you to existing and future career and job opportunities.

Why do you consider yourself a 'MGA Person' and why do you want to work for MGA?

Full Name: _____ Title: _____ Mr/Mrs/Miss/Ms

Home address: _____

_____ Postcode: _____

Telephone Nos. – Home: _____ Work: _____ Mobile: _____

Please indicate your preferred contact no: Please select E-mail: _____

Driving Licence: Type(s) _____ Endorsements: Yes No

Details/Date: _____ National Insurance Number: _____

Do you have any health conditions which you consider may affect your performance at work and/or interview and require special working arrangements/adjustments to be made? Yes No

If yes, please provide details:

Have you ever been convicted of any criminal offences which are not yet 'spent' under the Rehabilitation of Offenders Act 1974 (or, for Northern Ireland applicants, The Rehabilitation of Offenders (NI) Order 1978) or any prosecution pending? Yes No

If YES, please provide details:

A work permit is required by all non-EU citizens and Commonwealth citizens without a right of abode or settled status. Do you require a work permit? Yes No If yes, do you have a current work permit? Yes No

Are you computer literate (indicate operating systems/software packages)?

How do you spend your leisure time?

EQUAL OPPORTUNITIES MONITORING

Honda People are committed to the development of positive policies to promote equal opportunities in employment, regardless of race, colour, nationality, ethnic or national origin, creed, disability, sex, marital status, age or sexual orientation.

In order to monitor and ensure the successful development of this policy, all applicants for jobs are asked to complete the sections below.

This information is given on a voluntary basis and will only be used for monitoring purposes and will not be used in the selection process.

Gender

Male Female

Ethnic Origin

Bangladeshi Black other Asian other
 Black African White Irish
 Chinese Indian Other (Please state)
 Black Caribbean Pakistani

For Northern Ireland only

To comply with the Fair Employment and Treatment (NI) Order 1998.

Protestant Roman Catholic Neither

Age Band

16-21 22-29 30-39
 40-49 50-59 60+

If the vacancy that you are applying for requires a Criminal Records Bureau Disclosure, this will be sought in the event of your application being successful. Information from disclosure will be held in strict confidence. Having a criminal record will not necessarily bar you from working with us. This will depend on the nature of the position and the circumstances and background of your offences.

Return your completed application form with your CV to us at 162 S, Quaid-e-Azam Industrial Estates, Kot Lakhpat, Lahore 54760, Pakistan.