**Date of Application: \_ \_ / \_ \_ / \_ \_ \_ \_**

Please answer the following questions by ticking (✔) the relevant box.

|  |  |  |  |
| --- | --- | --- | --- |
| Which position(s) you are applying for: | |  |  |
| General Operative |  | Quality Assurance (QA) |  |
| Hygiene Operative |  | Engineer |  |
| Warehouse Operative |  | Other |  |

If ‘Other’ please provide details: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PERSONAL INFORMATION**

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Telephone Number |  |
| Email Address |  |
| National Insurance Number\* |  |

*\*If you do not have a National Insurance Number you will need to apply for one.*

**EMPLOYMENT HISTORY**

|  |  |  |
| --- | --- | --- |
|  | **Previous Employer 1** | **Previous Employer 2** |
| Name |  |  |
| Address |  |  |
| Position |  |  |
| Dates Worked (From - To) |  |  |
| Rate of Pay |  |  |
| Reason for Leaving |  |  |

**EDUCATION / QUALIFICATIONS**

Please provide information regarding the highest qualifications you have obtained.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **School / College** | **Date** | | | **Subject** | **Grade** |
| **From** | **To** | |
|  |  |  | |  |  |
| **Please tick appropriate box of the following that you have achieved.** | | | | | |
| **Fork Lift License** | | |  | | |
| **First Aid** | | |  | | |
| **Food Hygiene** | | |  | | |
| **Other... (Please give details)** | | |  | | |
| **What level of English do you speak?** | | | **BEGINNER**  **INTERMEDIATE**  **ADVANCED** | | |

**ADDITIONAL INFORMATION**

Please answer the following questions by circling the relevant response i.e.

* Are you over the age of 18 years old? YES / NO
* Do you have the right to work in the UK? YES / NO

*If ‘Yes’, please provide a copy of your documentation. This may include a scanned copy of your Visa or Passport.*

* Have you ever been convicted of a criminal offence, other than a spent conviction under the Rehabilitation of Offenders Act 1974?   YES / NO
* Are there any adjustments that you may require to be made should you be invited to interview? YES / NO

If ‘Yes’ please state here:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Do you have any allergies (*i.e. shellfish, fish, egg, milk, mustard, gluten, soya, celery, sulphites)* *YES / NO*

If ‘Yes’ please provide details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REFERENCES**

Please provide the name and contact details of one person who we can approach now for a reference.

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Telephone Number |  |
| Email Address |  |

**Recruitment Policy**

Our company is committed to eliminating discrimination and encouraging diversity amongst our workforce. Furthermore we recognise the responsibility of developing our employees and are committed to providing effective training and development within all areas of our business.

**Data Protection**

The information that you provide on this form will be held and processed in compliance with the General Data Protection Regulation (GDPR) and Data Protection Act 2018.

**DECLARATION OF APPLICANT**

To the best of my knowledge the information given on this form is correct. I understand that canvassing, withholding or giving false information will disqualify my application, or, if discovered after appointment, may be grounds for dismissal.

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_