

Career information

Why are you applying for this position and what makes you right for this job?

Please outline any special projects or achievements for which you have been responsible.

What are your career aims and personal ambitions?

What do you consider to be your main strengths and best personal qualities?

Additional information

Where did you hear about this vacancy? _____

If offered this position will you continue to have any other employment? Yes/No
If yes please give details. _____

Do you have a clean driving licence? Yes/No
If applicable, please give details of any driving offences currently under endorsement.

The company needs to conform to security arrangements imposed by customers. For that purpose please declare if you have a criminal record or criminal charges pending.

Give details of any leisure interests or hobbies you have which you feel may support your application.

Please give any further information which you think may assist us in considering your application.

References - Please give details for two people whom we may contact.

Name: _____ Name: _____
Address: _____ Address: _____

Telephone Number: _____ Telephone Number: _____

Capacity known to you: _____ Capacity known to you _____

Have you any objection to these references being obtained prior to interview?
Yes/No

Medical Information**Private & Confidential**

To ensure that we operate within the bounds of appropriate legislation and good practice we must ask you the following questions. Please be assured that all data provided on this form will be treated in the strictest of confidence and will only be used for appropriate recruitment purposes.

We emphasise that this is not for the purpose of excluding people with physical or special needs.

This information will enable us to consider our requirements to make reasonable adjustments at interview and in employment in line with the employers provisions of the Disability Discrimination Act 1995.

Please note that Pike Textile Ltd is a no smoking site other than designated areas.

Do you have or are you suffering from any disease, allergy, nervous complaint or medical condition which could affect your ability to perform this position?

Please give details of any periods of illness or accidents which have caused you to be absent from work for more than 5 consecutive days during the last 5 years

Do you take regular medication about which we should be aware?

Do you consider yourself to be disabled? Yes/No

Voluntary Information - Equal Opportunities

White - European

White - American

Asian - Pakistani

Black - African

White - Other

Black - Other

Black - Caribbean

White - Australian/New Zealand

Asian - Bangladeshi

Asian - Chinese

Black - American

Asian- Indian

Are you legally eligible for employment in the UK in accordance with the Asylum and Immigration Act 1996 (see notes)

Do you have proof of eligibility to work in the UK?

Yes/No

Do you require a Work permit to work in the UK?

Yes/No

If yes please give Work Permit number

Do you need to register under the Workers Registration Scheme?

Yes/No

Are there any restrictions (restrictive covenants) from your current/previous employer which will affect your ability to work for the company?

Yes/No

(If yes please provide copies.)

Notes:

To comply with The Asylum & Immigration Act 1996, if you are invited to attend an interview, you must bring with you the following items of evidence of your eligibility to work in the UK, namely your passport ID card or other relevant travel document or if none of these are available, two separate documents such as your full UK birth certificate and a document giving your National Insurance Number, such as P45, P46, P60 or a pay slip.

No offer of employment will be made unless such evidence has been produced.

Declaration

I declare to the best of my knowledge and belief, the details I have given on the form are correct and that any misrepresentation by me be sufficient grounds for my dismissal if I am employed.

I understand that the Company has the right to check on my experience, achievements, qualifications and skills claimed by me on this form or at interview and agree that such checks may be made by the Company

I give permission for my referees as quoted above to be contacted and understand that any offer will be subject to receipt of satisfactory references, a probationary period and (if required) a medical report.

Data Protection Act 1998

I understand that the Company needs to collect and use certain types of information about employees, in order to operate its business and to fulfil its legal obligations under the Data Protection Act 1998 and that the information I have provided will be used during the recruitment process and if appointed will be used as part of my personal records

I consent to the Company holding such information on file only as it considers necessary to fulfil the purpose for which it was obtained and to process (including disposing & destroying) it in accordance with the eight Data Protection Principles and the other requirements of the Act and any other procedures laid down by the Company for this purpose from time to time

I understand that the company will take all reasonable precautions at all times to guard information against any unauthorised access and use

Signed:

Date:

For Office Use Only

Application form evaluated by

Date:

1st Stage Interview

2nd Stage Interview

3rd Stage Interview