

CONFIDENTIAL

APPLICATION FOR EMPLOYMENT



Please use block capitals throughout.

(* delete as appropriate)

EMPLOYMENT

Position Applied for Current Position
This position may involve overtime. Are you willing to work overtime as and when requested? YES/NO*

PERSONAL DETAILS

Surname..... Forenames.....
Address..... Postcode.....
Telephone numbers.....
Home Mobile

EMPLOYMENT HISTORY

Please give details below of your current employment experience, starting with the most recent:

Current Role:
Job Title Dates Employed From.....To
Details of relevant experience
.....
.....
.....



Employer..... Type of Business
Address
Job Title Dates Employed From.....To
Details of relevant experience
.....
Reason for leaving/ notice required.....
.....

Employer..... Type of Business
Address
Job Title Dates Employed From.....To
Details of relevant experience
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.....



EDUCATION & QUALIFICATIONS

School/Colleges Attended

Examinations taken and results

Any other training/education

eg Fork Lift, First Aid, HGV, Manual Handling

Courses and results

Please use a separate sheet if required.

DECLARATION

Data Protection Act 1998

The information gathered in this form will be used to establish your suitability for the position for which you have applied. If you are successful in your application, the information will form the basis of the Company's personnel data held on you.

Any information kept about you will be treated in strict confidence, will not be divulged to any third party except as provided in law, and will only be accessible within the company to company employees dealing with personnel or related matters.

I confirm that the information given by me on this Application Form was done so voluntarily, truthfully and is to the best of my knowledge correct. I understand that giving false information may result my application being rejected or, if I am already appointed, in disciplinary action and possible termination of my employment. I also confirm that I authorise Bulmer and Lumb Group to approach current/former employers and educational establishments in order to verify the information I have given on this application form. I give permission for all or part of this application to be held on both computerised and manual records, which I may request access to.

SIGNED DATE.....



FOR COMPANY USE ONLY

INTERVIEWER'S NOTES

Comments:

Starting rate of pay: £

Date of any holidays booked

Signed:

Date:



EQUAL OPPORTUNITIES MONITORING

Bulmer and Lumb Group has a policy of equal opportunity. Everyone who is eligible to join Bulmer and Lumb Group, whatever their sex or marital status, race, colour, ethnic or national origins, will receive equal treatment when applying for jobs. We want to find out whether this policy is working and to take steps to ensure further progress is made to achieving equal opportunities. To do this we need to know about the race or ethnic origin of people who apply to join Bulmer and Lumb Group. We are therefore asking you to complete the following questionnaire. Your answers will be treated confidentially and will not affect your job application in any way.

May we thank you in advance of your co-operation.

Please read all the categories and then tick the box that you most identify with.

1. White

Any white background ☐ (specify if you wish)

2. Asian

Bangladeshi ☐ Pakistani ☐

Indian ☐ Other ☐ (specify if you wish)

3. Black

African ☐ Caribbean ☐

Other ☐ (specify if you wish)

4. Chinese

Any Chinese background ☐ (specify if you wish)

5. Mixed Ethnic background

Asian & white ☐ Black African & white ☐

Black Caribbean & white ☐ Any other mixed ethnic background ☐ (specify if you wish)

6. Any other ethnic background (specify if you wish)