



Position applied for:  
 Production Operative  Warehouse Operative   
 Other please state \_\_\_\_\_

Are you currently employed?  
 Yes  No  
 Date you can start work  
       
 Have you applied for employment before?  
 Yes  No

Title \_\_\_\_\_ Your full name \_\_\_\_\_

**Contact Details**

Address \_\_\_\_\_  
 Postcode \_\_\_\_\_

Marital Status \_\_\_\_\_ Sex  Male  Female

Home Tel No \_\_\_\_\_  
 Mobile No \_\_\_\_\_

D.O.B.        
 (optional)

Dependants (give details how many and age) \_\_\_\_\_

**Please complete if applying for Production Operative**

We are a 24/7 operation, so shifts in the mould-shop include Saturday and Sunday. Please indicate which other days you can work to make up to five days.

Mon  Tue  Wed  Thur  Fri  Sat  Sun

**Are you sure** you can work Saturdays and Sundays on a regular basis  Yes  No

**Hours of work**  
 We operate fixed shifts, please indicate which shift(s) you would be able to work

6am-2pm  2pm-10pm  10pm-6am

**General Information**

National Ins No:

Do you have any friends, relatives or acquaintances working for the company  
 Yes  No  
 If yes, please state name(s) and relationship(s) \_\_\_\_\_

Have you ever been employed by Really Useful Products before  Yes  No  
 If yes, please provide dates and position \_\_\_\_\_

Where did you hear about this vacancy \_\_\_\_\_

Are you registered as disabled  
 Yes  No  
 Please provide details (optional) \_\_\_\_\_

Do you smoke  Yes  No

**Criminal Record**  
 Do you have any unspent convictions  
 Yes  No  
 If yes, please give details \_\_\_\_\_

**Please complete if applying for Warehouse Operative**

Can you work  
 Sat AM  Sat PM  Sun

Please indicate the extent of your flexibility to work additional hours at short notice:  
 What is the earliest time you can start \_\_\_\_\_  
 What is the latest time you can finish \_\_\_\_\_

**Availability / Flexibility to work**

Are you available to work additional hours if required  Yes  No

Do you have any circumstances which would restrict your availability to work or to be flexible  
 Yes  No  
 Please give details if yes \_\_\_\_\_

Do you have any other job  Yes  No  
 Please give details if yes \_\_\_\_\_

If hired, what method of transport would you use to get to work \_\_\_\_\_

## Eligibility to work in the U.K.

Place of Birth \_\_\_\_\_

Nationality \_\_\_\_\_

If you are hired, are you eligible to work in the U.K.  Yes  No

What documents will you provide as proof of your right to work in the U.K.

## Special Skills

Do you have a full driving licence to drive in the U.K.  Yes  No

Do you own a car  Yes  No

Type of licence  Car  HGV  Other

No. of points on licence \_\_\_\_\_

Are you qualified to drive a FLT

Yes  No

If yes, what type of truck

Counter balance  Reach  Other

If other please state

Do you have a certificate of competency

Yes  No

Name of certifying body \_\_\_\_\_

Do you hold a First Aid qualification

Yes  No

or would you be prepared to be trained in First Aid

Yes  No

If required would you be a First Aider

Yes  No

## Work References

Any offer of employment will be subject to satisfactory references  
(No contact will be made without prior permission)

Last employer's name and address

Contact name: \_\_\_\_\_

Tel: \_\_\_\_\_

Email address: \_\_\_\_\_

Previous employer's name and address

Contact name: \_\_\_\_\_

Tel: \_\_\_\_\_

Email address: \_\_\_\_\_

## Absence from work

Details of any serious illness in the last 3 years

Absence from work within the last 12 months

Dates

Reason

## Education and qualifications

From	To	School, College, University, Other	Qualifications / Training

## Employment History (please start with last employer and work backward)

### Last Employment

Employers Name and Address	Position	Main Duties
<p>Dates Employed From      To      Duration</p>	<p>Rate of Pay</p> <p>Reason for Leaving</p>	

### Previous Employment(s)

From	To	Position and Employer's Details	Brief Duties / Reason for Leaving and <b><u>Rate of Pay</u></b>

Please use this space to provide any other information you feel may be relevant to your application

### Declaration

- To the best of my knowledge the information provided in this Application Form is correct
- Please tick if you would like us to retain your details on file for any other suitable position which may arise
- I have attached a CV / other supporting paperwork

Signed

Date