



Fresh from the heart of the Blackmore Vale

## APPLICATION FORM

<b>Position applied for:</b>	
<b>Return completed form to:</b>	Speculative – via Website

### PERSONAL DETAILS

<b>Surname:</b>	
<b>Forenames:</b>	
<b>Current address:</b>	
<b>Day time telephone number:</b>	
<b>Evening telephone number:</b>	

### EMPLOYMENT HISTORY

<b>Present or most recent post:</b>	<b>Job title:</b>		
<b>Employer:</b>	<b>Date started:</b>		
<b>Salary and benefits:</b>			
<b>Major duties and responsibilities:</b>			
<b>Previous posts (in date order):</b>			
<b>Job title:</b>	<b>Employer:</b>	<b>Dates (from-to):</b>	<b>Salary:</b>

## EDUCATION / TRAINING

Education:	Dates attended:	Qualifications/grade:
Relevant training / work related skills	Dates (if applicable):	Qualifications/grade:

## SUPPORTING INFORMATION

Please give any details you feel are relevant in support of your application, including why you are interested in this post. Use additional sheets if necessary.

## OTHER DETAILS

What is the notice required in your present post?

Are you a British subject or a national of any EU country?	Yes	No
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If not, do you have the right to work in the UK and a current work permit?	Yes	No
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If so, please state the expiry date of your right to work in the UK and/or your work permit.

Do you have a full driving licence? (Driver Job applications only)	Yes	No
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Do you have any current endorsements? (Driver Job applications only)	Yes	No
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Do you have use of a car?	Yes	No
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Where did you see the advertisement for the post?

## DISABILITIES

<b>Do you require any special arrangements to be made for your interview on account of a disability?</b>	Yes	No
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If "yes", please give brief details of the effects of your disability on your day-to-day activities, and any other information that you feel would help us to accommodate your needs during your interview and thus meet our obligations under the Equality Act 2010.

## CONVICTIONS

<b>Convictions: Have you ever been convicted of a criminal offence?</b>	Yes	No
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If "yes" please give details of any unspent convictions. Spent convictions do not have to be declared as the job is not one covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

## REFERENCES

Please give the details of two referees, stating how long you have known them. (One should be your current or most recent employer.) References for shortlisted candidates will be taken up before interview unless you request otherwise.

<b>1. Name:</b>	<b>2. Name:</b>
<b>Address:</b>	<b>Address:</b>
<b>Telephone number:</b>	<b>Telephone number:</b>
<b>Occupation:</b>	<b>Occupation:</b>
<b>Time known:</b>	<b>Time known:</b>
May references be taken up before interview? YES/NO	May references be taken up before interview? YES/NO

## DATA PROTECTION

Information from this application may be processed for purposes registered by the Employer under the Data Protection Act 1998. Individuals have, on written request and payment of an administration fee, the right of access to personal data held about them.

I hereby give my consent to BV Dairy processing the data supplied in this application form for the purpose of recruitment and selection.

## DECLARATION

I declare that the information given in this application is to the best of my knowledge complete and correct.

Employee's signature:

Date:

Note: Any statements given within this application that are later found to be false, incomplete or misleading may lead to dismissal.