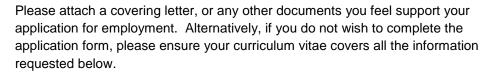
APPLICATION FOR EMPLOYMENT

Please complete this form and return it to the address on the back page. Please complete all sections. If you have trouble in completing this application form please contact us and we will be happy to assist you with it.





Application for the post of:	Reference Number:
Where did you see this position advertised:	
Cotteswold Dairy Website □ Employee referral □	Glos Jobs □ Total Jobs □ Walk in □
Other ☐ If other, please state where:	
PERSONAL DETAILS	
Surname:	Forenames:
Address	Contact Talach and Number
Address:	Contact Telephone Numbers
	Home:
	Mobile:
Post Code:	
National Insurance Number:	Work:
National insurance number.	
Email Address:	
Are you entitled to work in the UK? Yes □	No □
Do you hold:	
Do you note.	
A current UK/EU driving licence? Yes □	No □ Full □ Provisional □
A Large Vehicle Licence? Yes □	No \square Class 1 \square Class 2 \square
Digital Tachograph Card? Yes □	No □
A forklift licence? Yes □	No □
A certificate of Professional Competence Yes	No □
If yes, please provide details	
If deliving in a requirement of the position was are a subject	for places provide details of any and areas and
If driving is a requirement of the position you are applying including the amount of penalty points and the nature of t	

EMPLOYMENT Please continue on a separate sheet if necessary.

Current or most recent employment			
Name of Employer:	Address of Employer:		
Job Title:			
Start Date:	Leaving Date:		
Salary:			
Reason for leaving:			
Main duties and responsibilities of position held:			
Required notice period:			
Previous employment			
Name of Employer:	Address of Employer:		
Job Title:			
Start Date:	Leaving Date:		
Salary:			
Reason for leaving:			
Main duties and responsibilities of position held:			
Required notice period:			

REFERENCES Please provide details of two referees, one of whom should be your most recent or current employer and have direct knowledge of your work. Please note, friends, relatives, immediate past/present colleagues are not appropriate referees. If you are shortlisted references will be taken up prior to interview unless otherwise stated. By completing this section you confirm that you have contacted the people stated below and confirm that they are happy for you to provide their details.

Name:	Name:		
Job Title:	Job Title:		
Address:	Address:		
Telephone Number:	Telephone Number:		
Email Address:	Email Address:		
May we contact referee prior to interview:	May we contact referee prior to interview:		
Yes □ Yes □	No □ No □		

EDUCATION AND QUALIFICATIONS Proof of qualifications will be required at the interview stage if required for the job. Please continue on a separate sheet if necessary.

General Education						
Schools attended	Da	ates	Examinations (subjects/results)			
	From	То				

College/University attended				Examinations (subjects/results)
,		From	То		
Are you currently studying f	or any further q	ualifications?	Yes [□ No □	
If yes, please provide detail	s.				
	ny training or co	ourse(s) that y	ou have atten	ded that are relev	ant to the position you have
applied for.					
Course title and type of	Da	Dates		body	Qualification/Level
training	From	То	Organioning		obtained (if relevant)

Dates

Further and Higher Education (if applicable)

previous work experience, highlighting how you meet the requirements of the position you have applied for. You may also wish to include details of other paid/unpaid work, voluntary work, committee and club experiences or activities, and any other relevant interests. Please continue on another page if necessary.				
·		, 0	•	

SUPPORTING INFORMATION Please summarise any skills or attributes you have acquired through

ADDITIONAL INFORMATION

Have you previously worked for Cotteswold Dairy Ltd?	Yes □	No □			
If yes, please provide details of job title, department/location, dates of employment and reason for leaving.					
If offered the position, will you continue to work elsewhere in any other capacity?	Yes □	No □			
If yes, please provide details.					
DECLARATION					
DECLARATION					
GDPR and Data Protection Act 1998					
I understand that the company needs to collect and use certain types of informati operate its business and to fulfil its legal obligations under the GDPR and Data P					
information I have provided on this application form will be used during the recrui					
be used as part of my personnel records.					
I consent to the company holding such information on file only for as long as it co purpose for which it was obtained and to process (including disposing and destro					
GDPR and 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.		F			
I authorise the company to obtain references to support this application process referees from any liability caused by giving and receiving information.	and release the comp	pany and			
Declaration					
I confirm that the information given on this form is, to the best of my knowledge, t					
that any misrepresentation by me on this application form will be sufficient cause and/or termination of my employment. I also understand that any offer of employs					
references, the completion of a post offer health assessment and proof of permis Kingdom.	sion to work in the U	nited			
Signature: Date:					

Please ensure that you have completed this form fully, mark any blank spaces with N/A to indicate that you have read it but have no information to add. Once you have checked through your application to ensure that it is complete please email it to HR@cotteswold-dairy.co.uk or return it, marked as 'Private and Confidential', to:

Cotteswold Dairy Ltd,
Human Resource Department,
Northway Lane,
Tewkesbury,
Gloucestershire,
GL20 8JE