

JAMES IRLAM
LOGISTICS

Application for Employment

For a new job that's really going places join James Irlam



Personal Details

ALL information supplied is treated in the STRICTEST confidence. It is important to complete this form correctly to the best of your knowledge, writing in BLOCK capitals in black or dark blue biro or ink pen.

Surname: Mr/Mrs/Miss/Ms (delete as appropriate)

First Name(s):

Home Address

Postcode

Telephone Number:

Mobile No:

Date of Birth:

Marital Status:

Position Applied for:

Nationality:

Employment Details

Please note that your current or previous employers WILL NOT be contacted unless you are offered and have accepted a position with James Irlam. Please list current/previous employment details in date order, most recent first. If you require additional space to complete your post-school employment history please use a separate sheet.

1. Current/Last Employer:

Telephone:

Address:

Employment Period:

From:

To:

Position:

Reason for leaving:

Line Manager's Name:

2.1 Previous Employer #1:

Telephone:

Address:

Employment Period:

From:

To:

Position:

Reason for leaving:

Line Manager's Name:

2.2 Previous Employer #2:

Telephone:

Address:

Employment Period:

From:

To:

Position:

Reason for leaving:

Line Manager's Name:

2.3 Previous Employer #3:

Telephone:

Address:

Employment Period:

From:

To:

Position:

Reason for leaving:

Line Manager's Name:

Qualifications

Please detail any academic or professional qualifications you have gained.

Qualification	Date	Subject	Pass Level

Do you belong to any Professional Organisations, if so, which one(s)?

Personal Information

Do you have any criminal convictions, if yes please give details?

Are you a home owner, council tenant, private tenant, lease holder or other (please detail)?

Do you require a permit to work in the UK, if yes please confirm you have one?

Do you have any commitments, such as booked holidays, that may fall with the first few months of joining James Irlam?

Medical Information

In the last FIVE years have you consulted a medical specialist with regard to your eyes, respiration, circulation, skin or joints and bones, if yes please give details?

In the last TWO years have you consulted a General Practitioner/Nurse Practitioner with regard to any of the above, if yes please give details?

Are you colour blind and do you require vision correction for driving, if yes please give details?

Do you suffer from any chronic disability, if yes please give details of any problem that may affect your job?

Are you currently taking, or have you during the last 3 months been prescribed medication, if yes please give details?

Are you a smoker, if yes, how many per day?

To Be Completed By DRIVING APPLICANTS ONLY

If you are applying for a DRIVING position with James Irlam you MUST complete this section IN FULL - failure to do so will automatically disqualify you from applying for a job with James Irlam ('card applied for' is NOT acceptable). Please be aware that you will be required present your Licence and Driver Card, and undergo a driving assessment before any formal offer of employment is made.

How many years have you held a Class 1 Licence?

What is your Licence number and expiry date?

What is your Driver Card number (5b)?

What is your Licence number (5a)?

What is the valid from/valid to period on your driver card?

Valid from (4a):

To (4b):

Please give details of any current convictions on your licence:

Please give details of any accidents you have been involved in during the last 5 years:

Which Shift pattern do you prefer to work? (Days/Nights/Tramping)

Please detail any special areas of driving experience you have that you feel may be of use in your new position with James Irlam (for instance regular work within the FMCG sector):

To Be Completed By WAREHOUSE APPLICANTS ONLY

If you are applying for a position with James Irlam Storage or within the Storage facilities at any Irlam Depot, please complete this section ticking whether you have often, rarely or never operated the equipment mentioned.

Bendi/Flexi:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>	Counterbalance:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>
Reach Truck:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>	VNA:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>
PPT:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>	Barcode Equipment:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>
Dble.Handler:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>	Other:	Often: <input type="checkbox"/>	Rarely: <input type="checkbox"/>	Never: <input type="checkbox"/>

Additional Information - ALL Applicants

Please take this opportunity to highlight any experience or expertise you have gained, professionally OR personally, that you feel will be of value in the role you have applied for at James Irlam. Please use an additional sheet if needed.

References

Please provide the names and contact details of two referees that James Irlam can approach for comment on your personality, work and commitment. Both MUST be professional, rather than personal associates and one MUST be your current/most recent employer (please rest assured that your current/most recent employer will under no circumstances be contacted unless you have been offered, and accepted a position a James Irlam).

1. Current/Last Employer #1: Telephone: _____
Address: _____
Employment Period: From: _____ To: _____
Contact Name (usually your Line Manager): _____
Contact's Position: _____

2. Referee #2: Telephone: _____
Address: _____
Employment Period: From: _____ To: _____
Contact Name (usually your Line Manager): _____
Contact's Position: _____

Important Information - please read carefully

ALL offers of employment are strictly subject to satisfactory references being forthcoming.

ALL new employees must complete a THREE month probationary period, following successful completion of which, permanent employee status will be confirmed. During this period the Company reserves the right to terminate employment without explanation, or prior notice.

The Company will honour any holiday or personal commitments already made. However, though holiday entitlement WILL accrue in the first 3 months, NO holiday pay, whether for booked holidays or a Statutory Bank Holidays, will be awarded during the probationary period.

On termination of permanent employment, the Company reserve the right to deduct any overpayment of holidays from final salary payments.

Any incorrect or deliberately misleading information provided on this form may render your application or offer of employment void.

Declaration

I confirm that the information I have provided herein is, to the best of my knowledge, complete and correct at the time of writing. I understand and accept that any serious discrepancy in the details provided may result in my application being rendered void; the withdrawal of a job offer; or even termination of employment with James Irlam.

Signature _____

Date _____

Full Name (Block Capitals) _____