

## APPLICATION FOR EMPLOYMENT

Thank you for applying to work for Rociale Healthcare Limited.

To give yourself the best chance of success with your application, it's important that you provide us with a detailed understanding of your career history and your skill set. Please take your time to complete this application form fully. You may ask a member of the HR Team for assistance if you have any queries.

### Personal Details

Last Name \_\_\_\_\_ First Names(s): \_\_\_\_\_

Address:

\_\_\_\_\_  
\_\_\_\_\_

Postcode: \_\_\_\_\_

Contact Numbers (day): \_\_\_\_\_ (Eve) \_\_\_\_\_ (Mob) \_\_\_\_\_

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

### Position Applied For

Name of role you are applying for:

\_\_\_\_\_

Current Notice Period - \_\_\_\_\_

Current Wage/Salary - £: \_\_\_\_\_ per week/month

Are you able to work - Full Time Part Time (please indicate)

Please specify the hours you are able to work: \_\_\_\_\_ (as stated in advertisement)

Please specify which days you are able to work:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Have you worked for Rociale Healthcare Limited before? If yes, please advise of which job(s) and when:

\_\_\_\_\_

If you are applying for a job that involves driving or using a forklift truck, please specify your experience:

Car/Van driving only HGV/LGV Classification, e.g., Class 1 \_\_\_\_\_

Forklift Truck – Reach truck/Counterbalance

Do you have a driving licence that permits you to drive in the UK? Yes / No

Country of issue \_\_\_\_\_

Do you have a Fork Lift Truck certificate? Yes / No

Do you have any driving endorsements? Yes / No

If yes, please give details:

\_\_\_\_\_

**Please bring your licence and/or copies of your FLT certificates and a photocard with you to your interview.**

## APPLICATION FOR EMPLOYMENT

### Recruitment Policy & Equal Opportunities

It is our policy to employ the best qualified personnel and provide equal opportunity for advancement, including promotion and training. We will never discriminate against any individual because of their race, religion or religious belief, colour, age, political belief, national origin, gender, sexual orientation, or marital status.

### Your Experience

Please tick the areas of work you have had experience in. These will be discussed in more depth at your interview.

- |                              |                      |                              |
|------------------------------|----------------------|------------------------------|
| Working on a production line | Machine operation    | Being responsible for others |
| Stores/Stock Checking        | Order / Packing      | Ability to learn new jobs    |
| Forklift driving             | Completing paperwork | Health and Safety            |
| Counting                     | Moving heavy loads   | Using computers              |
| Quality checking             | Administrative tasks |                              |

### Your Education

Subject	Qualification	Date Received

### Your Key Skills

Please list below any skills that may be relevant to your application:

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**APPLICATION FOR EMPLOYMENT**

**Disabilities**

Please describe any reasonable adjustments you feel would need to be made, either during the Recruitment process/your application, or to enable you to carry out your role:

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**Employment History**

Dates Employed (From / To)	Name & Address of Employer	Your Job Title & Main Duties	Reason for Leaving

**Convictions**

Do you have any convictions or conditional cautions which are currently unspent under the Rehabilitation of Offenders Act 1974 (You do not need to disclose anything that is 'spent'. If you are unsure, please advise a member of the HR Team).

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**Work Permits**

Do you need a permit to work in the UK? Yes/No

## APPLICATION FOR EMPLOYMENT

If yes, please bring your permit with you to your interview.

### References

We will require two references. Normally these should be your current/most recent employer and one other employer. In some cases, a personal reference is sufficient. Please include the correct postcode for each referee.

Full Name - Referee A

Full Postal Address & Company Name

Telephone Number

Job Title

Email Address

Full Name - Referee B

Full Postal Address & Company Name

Telephone Number

Job Title

Email Address

### Declaration

Thank you for completing this form - we wish you the best of luck with your application. Before signing this form, please be sure to carefully re-read your answers, and check that you have completed **all** sections. Your signature will be taken as acknowledgement that all the information you have provided is complete, correct, and true, and that any offer of employment is subject to your permission for us to approach your referees to obtain references. Please be aware that any false or misleading statement may be sufficient cause for rejection or, if employed, termination of your contract.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_