

Ref No:



TS Foods Limited
40 Mary Street, Castlewellan, County Down. BT31 9DU
Telephone: 028 4377 8227 Fax: 028 4377 1498 Email: hrofficer@tsfoods.co.uk

For Office use only	
Ref No:	
Closing date:	
Date received:	

TS Foods Ltd is an Equal Opportunities employer.

APPLICATION FORM

Please complete this form legibly and return it on or before the closing date specified in the advertisement. Late applications will not be considered. ONLY INFORMATION PROVIDED ON THIS APPLICATION FORM WILL BE CONSIDERED BY THE PANEL. Curriculum vitae will not be accepted. Candidates must outline clearly how their qualifications and experience meet both the essential and desirable requirements. All information given will be treated with the strictest confidence. Continuation sheets may be added if necessary.

1. **POSITION APPLIED FOR:** _____

2. PERSONAL DETAILS

Surname:	Telephone number (Home):
Forenames:	Telephone number (Mobile):
Title:	Telephone number (Work):
Address:	Postcode:

Ref No:

Do you have the right to work in the UK?

Note: the company will require proof of this right before an offer of employment can be confirmed
e.g. Birth certificate and/or any other appropriate document required to confirm your right to work
in the UK as required by the Asylum and Immigration Act 1996

Yes

No

3. EDUCATION

From	To	Type of School (i.e. Grammar/ Secondary)	Examinations taken and Qualifications Gained (Specify Grades)

Ref No:

4. FURTHER/ HIGHER EDUCATION

From	To	Name of Institution (state if Full or Part Time)	Subjects Taken and Qualifications Gained (Specify Grades or Degree Class Obtained)

5. MEMBERSHIP OF PROFESSIONAL ORGANISATIONS

Date Joined	Institute/ Organisation	Grade Of Membership (Where appropriate)

Ref No:

6. EMPLOYMENT RECORD (Please list chronologically, starting with current or last employer)

Name and Address of Employer and Nature of Business:	From: To:	Job Title: Job Function/ Responsibilities:	Final Salary and Reason for Leaving

Ref No:

7. TRAINING

Details of training courses attended and awards achieved, including dates, if appropriate:

8. SUITABILITY FOR THIS POSITION

Please clearly detail your suitability for this position under both the essential and desirable criteria as outlined in the job specification for the role:

Ref No:

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9. DISABILITY DISCRIMINATION ACT 1995

If you require any special arrangements to be made to assist you if called for interview, please let us know by in advance of an interview.

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10. REFEREES

Please give the details of two work related referees, including your current or most recent post. Referees will not be contacted without your prior approval.

Name:	Name:
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Ref No:	
Position:	Position:
Company:	Company:
Address:	Address:
Telephone No.:	Telephone No.:
Nature of Relationship:	Nature of Relationship:

11. VERIFICATION OF INFORMATION

I certify that all information which I have provided is correct. I understand that any false information given may result in a job offer being withdrawn.

Signature:

Date:

Ref No: _____



Fair Employment Monitoring Questionnaire

Ref No: _____

Private & Confidential

Introduction:

We are an Equal Opportunities Employer. We do not discriminate against our job applicants or employees and we aim to select the best person for the job.

We monitor the community background and sex of our job applicants and employees in order to demonstrate our commitment to promoting equality of opportunity in employment and to comply with our duties under the *Fair Employment & Treatment (NI) Order 1998*.

You are not obliged to answer the questions on this form and you will not suffer any penalty if you choose not to do so. Nevertheless, we encourage you to answer these questions. Your answers will be used by us to prepare and submit a monitoring return to the Equality Commission, but your identity will be kept anonymous. In all other regards your answers will be treated with the strictest confidence. We assure you that your answers will not be used by us to make any decisions affecting you, whether in a recruitment exercise or during the course of any employment with us.

Community Background:

Regardless of whether they actually practice a religion, most people in Northern Ireland are perceived to be members of either the Protestant or Roman Catholic communities.

Please indicate the community to which you belong by ticking the appropriate box below:

I am a member of the Protestant community:

I am a member of the Roman Catholic community:

I am not a member of either the Protestant or the Roman Catholic communities:

If you do not answer the above question, we are encouraged to use the residuary method of making a determination, which means that we can make a determination as to your community background on the basis of the personal information supplied by you in your application form/personnel file.

Sex: Please indicate your sex by ticking the appropriate box below:

Male:

Female:

Ref No: